



# भारत का राजपत्र

## The Gazette of India

प्राधिकार से प्रकाशित

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सं० ५] नई विल्सो, शनिवार, जनवरी ३१, १९७६ (माघ ११, १८९७)  
 No. ५] NEW DELHI, SATURDAY, JANUARY 31, 1976 (MAGHA 11, 1897)

इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके।  
 Separate paging is given to this Part in order that it may be filed as a separate compilation

## भाग III—खण्ड ४

## PART III—SECTION 4

विधिक निकायों द्वारा जारी की गई विधिक अधिसूचनाएं जिसमें कि आवश, विज्ञापन और सूचनाएं सम्मिलित हैं।

Miscellaneous Notifications including Notifications, Orders, Advertisements and Notices issued by Statutory Bodies

भारतीय रिजर्व बैंक

केन्द्रीय कार्यालय

लेखा ग्राहर व्यवस्था विभाग

बम्बई, दिनांक ३१ जनवरी १९७६

दिनांक २० सितम्बर १९७५ के भारत के राजपत्र में प्रकाशित भारत सरकार की खो आदि गयी प्रतिभूतियों की (३१ दिसम्बर १९७३ को समाप्त हुई तिमाही की) सूची के सम्बन्ध में शुद्धिपत्र

सूची संख्या	पृष्ठ संख्या	प्रतिभूति की संख्या	क्रण	मूल्य रुपये	स्तंभ संख्या	निम्नलिखित के लिए	निम्नलिखित पक्किए
1	2	3	4	5	6	7	8
क	2	*बीवाई 142144	३ प्रतिशत प्रथम विकास क्रण, १९७०-७५	५००/-	४	१५-४-१९४८	१५-४-१९६८
क	3	*एमएस ०२६७१३	राष्ट्रीय रक्षा स्वर्ण बाण 'बी' सीरीज	२० ग्राम	१	*एमएस ०२६७१३	*एमएस ०१६७१३
ख	4	बीवाई 235286	तीन प्रतिशत परिवर्तन क्रण, १९४६	१,०००/-	७	२९-२-७१	२०-२-७१

1	2	3	4	5	6	7	8
ख	5	@बीवाई 244024	वही	500/-	1	बीवाई 244024	*बीवाई 244024
ख	5	*बीवाई 289651	वही	10,000/-	1	*बीवाई 289651	बीवाई 289651
ख	7	बीवाई 325239-	वही	4,000/-	4	16-9-1956	16-9-1956
	42						
		(4×1000₹)					
ख	7	बीवाई 275751-	वही	10,000/-	4	13-6-1966	16-3-1966
		60 (10×1000/-₹)					
ख	7	बीवाई 438826	वही	500/-	1	बीवाई 438826	*बीवाई 438826
ख	9	बीवाई 138295	तीन प्रतिशत प्रथम	500/-	1	बीवाई 138295	*बीवाई 138295
			विकास ऋण, 1970-75				
ख	9	बीवाई 127229	वही	500/-	6	केस सं० एल० 1624	केस सं० एल० 1426
ख	10	बीवाई 130184	वही	500/-	6	वही	वही
ख	10	—	साढ़े तीन प्रतिशत	—	—	—	यह शीर्षक पृष्ठ
			राष्ट्रीय परियोजना				सं० 11 पर
			ऋण, 1964				*बीवाई 033373
							और *बीवाई
							045372 के बीच
							पढ़ा जाए।
ख	11	*बीवाई 079320	वही	200/-	6	अन्तिम पंक्ति	दिसम्बर 1972
						दिसम्बर 1971	
ख	11	*बीवाई 07900	वही	100/-	7	16-9-73	16-9-72
ख	12	*बीवाई 084419	वही	100/-	5	श्री श्रीनिवासाचारी	पी० श्रीनिवासाचारी
ख	12	बीवाई 085719	वही	100/-	1	बीवाई 085719	बीवाई 085719
ख	12	बीवाई 021171-	साढ़े तीन प्रतिशत राष्ट्रीय	3,000/-	1	बीवाई 021171-39	बीवाई 021171-73
	39		परियोजना बांड			73	
			(दूसरी सीरीज़),				
			1965				
ख	12	बीवाई 018137-	वही	3,000/-	1	बीवाई 018137-	बीवाई 018137-39
		(3×1000)				(3×1000)	(3×1000)
ख	13	बीवाई 010655	वही	5,900/-	7	15-1-1972	15-1-1975
ख	13	बीवाई 002353	चार प्रतिशत हैक्साबाद	4,000/-	4	1-9-73	1-9-63
			राज्य विकास ऋण,				
			1967				
ख	13	—	—	—	—	—	बीवाई 002142-47
							(6×100) और
							*बीवाई 009722 के
							बीच 1 से 7 स्तंभों
							में चार प्रतिशत ऋण
							1980 शीर्षक पढ़ा
							जाए।
ख	13	@बीवाई 010400	—	—	3	आई० माई० एफ०	आईमाई० एफ०
ख	13	वही	—	वही	6	तारीख 21 मार्च 1973	तारीख 31 मार्च 1973
ख	14	**बीवाई 002139	प्रतिशत ऋण,	2,500/-	1	**बीवाई 002139	*बीवाई 002139
			1975				
ख	14	बीवाई 003014	पौने पांच प्रतिशत ऋण	500/-	1	बीवाई 003014	*बीवाई 003014
			1989				

1	2	3	4	5	6	7	8
ख	14	बीवाई 001407-08	पौने पांच प्रतिशत अरुण 1989	1,000/-	1	बीवाई 001407-8	बीवाई 001407-8 (2×500 रु०)
ख	14	वही	वही	वही	वही	सी० ओ० 968	सी० ओ० 960
ख	14	बीवाई 005363 बीवाई 005395	पांच प्रतिशत अरुण, 1982	₹ 500/- ₹ 100/-	1	बीवाई 005363 बीवाई 005395	**बीवाई 005363 **बीवाई 005395
ख	15	**बीवाई 018969	5½ प्रतिशत अरुण, 1992	25,000/-	6	केस सं० 2 एल० 1556	केस सं० एल० 1556
ख	15	*बीवाई 000666	साढे छः प्रतिशत स्वर्ण-बांड अरुण, 1977	4,000/-	1	*बीवाई 000666	बीवाई 000666
ख	15	बीवाई 001541-43	राष्ट्रीय रक्षा स्वर्ण बांड 1980 'ए' सीरीज (3×7 ग्राम)	21 ग्राम	3	श्रीमती धर्मराज दास आशर रणछोड़	श्रीमती धर्म राज रणछोड़ दास आशर
ख	15	वही	वही	वही	3	केस सं० एल० 15254	केस सं० एल० 1525
ख	15	—	शीर्षक	—	—	राष्ट्रीय रक्षा स्वर्ण बांड 1989 बी सीरीज	राष्ट्रीय रक्षा स्वर्ण बांड, 1980 बी सीरीज
ख	15	बीवाई 008234	राष्ट्रीय रक्षा स्वर्ण बांड 1989 बी सीरीज	448 ग्राम	5	स्व० श्री कांतिलाल ग्रजला शेठ	स्व० श्री कांतिलाल ब्रज लाल शेठ
ख	15	बीवाई 007150- (40×10)	वही	400 ग्राम	1	बीवाई 007150- (40×10)	बीवाई 007150-89 (40×10)
ख	15	वही	वही	वही	6	उप मैनेजर के आदेश सं० सीओ० 584	उपमैनेजर के आदेश डायरी सं० सी० ओ० 584
ख	16	—	शीर्षक	—	—	पब्लिक लेट नियमावली 1949 के नियम	पब्लिक लेट नियमावली 1946 के नियम
ख	16	—	कलकत्ता संकिल 3 प्रतिशत परिवर्तन अरुण, 1949	—	—	3 प्रतिशत परिवर्तन अरुण 1949	3 प्रतिशत परिवर्तन अरुण, 1946
ख	16	सीए 125499	वही	1,000/-	5	शशि भूषण डे की स्कूल फार गल्स तथा...	शशि भूषण डे की स्कूल फार ब्वायज तथा...
ख	17	सीए 128372	वही	1,000/-	5	विप्रदास दत्त सीचव शशि भूषण डे की स्कूल स्कूल फार गल्स तथा...	विप्रदास दत्त सचिव शशि भूषण डे की स्कूल फार ब्वायज तथा...
ख	17	वही	वही	वही	7	10-7-71	24-4-71
ख	17	*सीए 153597	वही	5,000/-	7	24-4-71	10-7-71
ख	17	सीए 280259/62	वही	10,000/-	2	10,000/-	10,000/- (प्रत्येक)
ख	18	सीए 062197	वही	200/-	3	अमिय कृष्ण भट्टाचार्य तथा नगेन्द्रबाला देवी	अमिय कृष्ण भट्टाचार्य प्रिय कृष्ण भट्टाचार्य तथा नगेन्द्रबाला देवी
ख	18	सीए 060151	वही	2,100/-	5	न्यासी जय इंजीनियरी कर्मचारी भविष्य निधि	न्यासी जय इंजीनियरिंग कर्मचारी भविष्य निधि
ख	19	सीए 060154	वही	1,000/-	3	ए० बी० पंडित, एम० आर० सबनील	ए० बी० पंडित, एम० आर० सबनील
ख	19	सीए 060153	वही	1,000/-	3	श्री कृष्ण विठ्ठल ओक और शालिबाई...	श्री कृष्ण विठ्ठल ओक और शालिबाई...

1	2	3	4	5	6	7	8
ख	20	सीए 060042	कलकत्ता संकिल 3 प्रतिशत परिवर्तन ऋण, 1949	100/-	6 मैनेजर का आदेश तारीख 28-2-74	मैनेजर का आदेश तारीख 28-2-73	
ख	20	*सीए 028819	वही	500/-	1 *सीए 028819	सीए 028819	
ख	20	321764/65	3½ प्रतिशत ऋण, 1865	800/-	7 24-4-1971	24-4-1972	
ख	21	321766	वही	5,000/-	7 24-4-1971	24-4-1972	
ख	21	सीए 007927	राष्ट्रीय स्वर्णबांड 1980 'ए' सीरीज	100 ग्राम	6 तारीख 9-7-73, सं० 1-21-74	तारीख 9-7-73 फाइल सं० 1-21-74	
ख	21	*डीएच 028370	तीन प्रतिशत प्रथम विकास ऋण, 1970-75	500/-	7 —	24-4-1971	
ख	22	डीएच 002123	राष्ट्रीय रक्षा स्वर्णबांड 1980 'बी' सीरीज	296 ग्राम	6 एलएन 516/4-5-1971 एलएन 516/14-5-1971		
ख	22	डीएच 020321	तीन प्रतिशत विजय श्री ऋण, 1957	100/-	1 डीएच 020321	*डीएच 020321	
ख	23	*डीएच 00738	4 प्रतिशत ऋण, 1969	500/-	1 *डीएच 00738	*डीएच 000738	
ख	23	वही	वही	500/-	7 12-7-1974	24-5-1975	
ख	23	*एमएस 047082	3½ प्रतिशत राष्ट्रीय परियोजना ऋण, 1964	500/-	4 19-4-1954	19-4-1974	
ख	23	@एमएस 006600	वही	100/-	5 एम० ए० अंगनेकर	एस० ए० अंगनेकर	
ख	23	वही	वही	100/-	6 डी० वाई० सी० ओ० 286/73	डी० वाई० सी० ओ० 286/73 डी० टी०	
ख	24	*एमएस 023845	3 प्रतिशत विकास ऋण, 1970-75	500/-	शीर्षक 3 प्रतिशत विकास ऋण 1970-75	3 प्रतिशत प्रथम विकास ऋण, 1970-75	
ख	24	@एमएस 001198/ 200 (3×25000)	4 प्रतिशत ऋण, 1980 प्रत्येक	25,000/-	3 वही	रिजर्व बैंक आफ इंडिया	
ख	24	वही	वही	वही	5 दि सिविल जज, प्रबर भाग और	दि सिविल जज प्रबर प्रभाग और..	
ख	25	जे 062748	डाई प्रतिशत हैदराबाद ऋण, 1364-69 फसली	उ० सि० 1,000/-	6 मैनेजर का आदेश सं० 1 वाई० सं० सी० ओ० 332	मैनेजर का आदेश डी० वाई० सं० सी० ओ० 332	
ख	26	@एचडी 002420	राष्ट्रीय रक्षा स्वर्णबांड, 1980 'बी' सीरीज	3 ग्राम	5 सुब्बरायुडु का आत्मज श्रद्धल नल्लथ्या सोमवरम् पेट्राकुरम् तालुका पूर्व गोदावरी जिला	सुब्बरायुडु सोमवरम् का आत्मज श्रद्धल नल्लथ्या नल्लथ्या पेट्रापुरम् तालुका, जिला पूर्व गोदावरी	

डब्ल्यू० जे० एफ० वाज  
मुख्य लेखाकार  
भारतीय रिजर्व बैंक  
केन्द्रीय कार्यालय  
लेखा और व्यव विभाग  
केन्द्रीय ऋण अनुभाग  
बम्बई

## केन्द्रीय कार्यालय

## (कृषि ऋण विभाग)

बम्बई-400018, दिनांक 21 जनवरी 1976

सं० ए० सी० डी० 38/ए०/18-75/6—बैंकिंग विभाग मन अधिनियम, 1949 की धारा 36/ए की उपधारा (2) के साथ पढ़ी जाने वाली धारा 56 के खंड (जैडए) के अनुसरण में भारतीय रिजर्व बैंक इसके ज़रिये यह अधिसूचित करता है कि निम्नलिखित सहकारी बैंक उक्त अधिनियम के प्रयोजन के लिये सहकारी बैंक नहीं रह गये हैं:—

क्र० प्राथमिक सहकारी बैंक का नाम राज्य/संघ शासित सं० शेव्र

1. डब्ल्यू० एस० एफ० वर्कमेन्स को-ऑपरेटिव पश्चिम बंगाल क्रेडिट सोसाइटी, लि० 17 कान्बेन्ट रोड, कलकत्ता-14
2. केरल स्टेट ट्रान्सपोर्ट वर्कर्स को-ऑपरेटिव केरल सोसाइटी लि० त्रिवेन्द्रम, जिला त्रिवेन्द्रम
3. दि कस्टम्स एण्ड सेन्ट्रल एक्स्प्रेस एजेंज को-वही— आ॑परेटिव सोसाइटी लि० नं० ई 41, कस्टम हाउस, कोकीन-3
4. ग्लोबसो एम्प्लॉईज को-ऑपरेटिव थ्रिफ्ट एण्ड क्रेडिट सोसाइटी लि० मथुरा रोड, श्रीखला, नई दिल्ली
5. बागलकोट तालुका प्राइमरी टीवर्स को-ऑपरेटिव क्रेडिट सोसाइटी लि० बागलकोट, जिला बिजापुर
6. दि उगार शुगर वर्कर्स एण्ड डॉ० शिरगांवकर शैक्षणिक ट्रस्ट नोकर को-ऑपरेटिव क्रेडिट सोसाइटी लि० उगार खुद जिला बेलगाम,
7. महसाणा नगरपालिकाना कर्मचारियोंनी बचत साख एण्ड पुरवठा सहकारी मण्डली लि० सबेर्डी कुएं के सामने, म्युनिसिपल क्वार्टर्स, महसाणा, जिला महसाणा

के० माधवदास  
मुख्य अधिकारी

## भारतीय स्टेट बैंक

## केन्द्रीय कार्यालय

बम्बई, दिनांक 16 दिसम्बर 1975

इसके द्वारा बैंक के स्टाफ में की गई निम्नलिखित नियुक्ति की अधिसूचना दी जाती है:—

श्री एम० बी० शर्मा को केन्द्रीय कार्यालय के स्टाफ में आज से उप-शास्त्रा निरीक्षक के पद पर नियुक्त किया गया है।

दिनांक 17 दिसम्बर 1975

इसके द्वारा बैंक के स्टाफ में की गई निम्नलिखित नियुक्ति की अधिसूचना दी जाती है:—

श्री ए० के० सेन को केन्द्रीय कार्यालय के स्टाफ में आज से शास्त्रा निरीक्षक के पद पर नियुक्त किया गया है।

दिनांक 22 दिसम्बर 1975

इसके द्वारा बैंक के स्टाफ में की गई निम्नलिखित नियुक्ति की अधिसूचना दी जाती है:—

श्री के० के० सक्सेना को केन्द्रीय कार्यालय के स्टाफ में दिनांक 19 दिसम्बर, 1975 से उप-शास्त्रा-निरीक्षक के पद पर नियुक्त किया गया है।

टी० आर० बरदाचारी  
प्रबन्ध निदेशक

## स्टेट बैंक आफ मैसूर

(स्टेट बैंक आफ इंडिया के सहायक)

## प्रधान कार्यालय

बैंगलूर, दिनांक 17 जनवरी 1976

## सूचना

स्टेट बैंक आफ मैसूर के श्रांश्धारियों की सोलहवीं वार्षिक-सामान्य बैठक दिनांक 1 मार्च, 1976 के सोमवार सवेरे ठीक (स्टैडिं टाइम), 11-00 बजे, बैंक के प्रधान कार्यालय, कम्पेगोडा, रोड, बैंगलूर-9 में सम्पन्न होगी; जिसमें बैंक की निदेशक मण्डली द्वारा प्राप्त 31 दिसम्बर, 1975 तक के प्रतिवेदन, लाभ और हानि खाता, तथा तुलनपत्र एवं लेखा परीक्षकों से प्राप्त तत्संबंधी प्रतिवेदन पर विचार किया जाएगा।

एच० सी० सरकार  
प्रबन्ध निदेशक

## स्टेट बैंक आफ त्रावनकोर

(भारतीय स्टेट बैंक का सहयोगी बैंक)

## प्रधान कार्यालय

त्रिवेन्द्रम, दिनांक 2 जनवरी 1976

## सूचना

स्टेट बैंक आफ त्रावनकोर के शेर्यर-धारियों की सोलहवीं वार्षिक सामान्य बैठक बैंक के प्रधान कार्यालय, त्रिवेन्द्रम में सोमवार, दिनांक 8 मार्च 1976 को पूर्वाह्न 10-30 बजे (मानक समय) निम्नलिखित कार्यवाही करने के लिए होगी:—

निदेशक बोर्ड की रिपोर्ट बैंक के 31 दिसम्बर 1975 तक तैयार किये गये तुलनपत्र और लाभ-हानि लेखा तथा तुलनपत्र

और लेखों पर लेखा परीक्षकों की रिपोर्ट प्राप्त करना।

एस० नियोगी  
प्रबन्ध निदेशक

भारतीय चार्टर प्राप्त लेखाकार संस्थान

नई दिल्ली, दिनांक 2 जनवरी 1976

सं० 4 सी०ए० (1) 13/75-76—चार्टर प्राप्त लेखाकार विनियम 1964 के विनियम 16 के अनुसरण में एतत्तद्वारा यह सूचित किया जाता है कि चार्टर प्राप्त लेखाकार अधिनियम 1949 की धारा 20 उपधारा 1 (क) द्वारा प्रदत्त अधिकारों का प्रयोग करते हुये भारतीय चार्टर प्राप्त लेखाकार संस्थान परिषद् ने अपने सदस्यता रजिस्टर में से मृत्यु हो जाने के कारण निम्नलिखित सदस्यों का नाम आगे दी गई तिथियों से हटा दिया है:—

क्रम सं०	नाम एवं पता	तिथि
सं०	सं०	
1. 115	श्री एस० रसूल, रसूल सिन्गल एण्ड को०, 147, रघुबीर पुरी, ग्रलीगढ़।	11-9-74
2. 140	श्री जगदीश प्रसाद जगदीश प्रसाद एण्ड को०, 259, चान्दनी चौक, दिल्ली।	30-12-75

सं० 8 सी०ए० (1) 15/75-76—चार्टर प्राप्त लेखाकार विनियम 1964 के विनियम 10(1) खंड (तीन) के अनुसरण में एतत्तद्वारा यह सूचित किया जाता है कि निम्नलिखित सदस्यों को जारी किये प्रैक्टिस प्रमाण-पत्र उनके नामों के आगे दी गई तिथियों से रह कर दिये गये हैं क्योंकि वे अपने प्रैक्टिस प्रमाण-पत्रों को रखने के इच्छुक नहीं:—

क्रम सं०	नाम एवं पता	तिथि
सं०	सं०	
1. 6540	श्री पी० सी० सेठ, ए०सी०ए० द्वारा डॉ जे० सी० चौकसी, 187 मनमूर्खाई रोड, मलाद (ईस्ट), बम्बई	27-12-75
2. 10440	श्री सुरेन्द्र सिंह, ए० सी० ए० मकान नं० 2345, सेक्टर 35-सी, चन्डीगढ़	15-10-75
3. 14990	श्री बी० के० लाल, ए०सी०ए०, एक 29, अनंसारी मारकीट, दरया- गंज, दिल्ली	28-11-75
4. 15151	श्री ए० के० मित्तल, ए०सी०ए० 29, उलड बारदन लेन, वाडगाडी, बम्बई	1-11-75

दिनांक 5 जनवरी 1976

सं० 8 सी०ए० (1) 16/75-76—चार्टर प्राप्त लेखाकार विनियम 1964 के विनियम 10(1) खंड (तीन) के अनुसरण में एतत्तद्वारा यह सूचित किया जाता है कि निम्नलिखित सदस्यों को जारी किये प्रैक्टिस प्रमाण-पत्र उनके नामों के आगे दी गई तिथियों से रह कर दिये गये हैं क्योंकि वे अपने प्रैक्टिस प्रमाण-पत्रों को रखने के इच्छुक नहीं:—

क्रम सं०	नाम एवं पता	तिथि
सं०	सं०	
1. 286	श्री डॉ० पी० गुजदार, ए०सी०ए०, मालावार मेनसन, गार्डन रोड, अपालो रेकलमेशन, फोर्ट बम्बई	31-12-75
2. 1851	श्री जै० डॉ० शुक्ला, ए०सी०ए० नवनीत निवास, उलड भद्रावादी अंधेरी, वैस्ट, बम्बई	1-1-76

पी० एस० गोपालाकृष्णन  
सचिव

नई दिल्ली, दिनांक 6 जनवरी 1976

(चार्टर्ड एकाउन्टेन्ट्स)

सं० 20-पी०जी० (परीक्षा)/एन०/75—चार्टर्ड एकाउन्टेन्ट्स रेगिस्टर 1964 के रेगिस्टर 179 के अनुसरण में कौशिल आफ दि इन्स्टीट्यूट आफ चार्टर्ड एकाउन्टेन्ट्स आफ इन्डिया को सामान्य सूचना के लिए यह अधिसूचित करते हुए प्रसन्नता है कि निम्नलिखित परीक्षार्थी नवम्बर, 1975 में दुर्ई मैनेजमेन्ट एकाउन्टेन्ट्सी कोर्स पार्ट-I की परीक्षा में सफल घोषित हुए हैं:—

I. दोनों ग्रुपों में सफल घोषित परीक्षार्थीयों के नाम

कुल सं०	रोल नं०	नाम
1	12	विष्णुत एच० महता
2	13	मधू आर० राव
3	29	बी० वैनकटारमन

II. केवल ग्रुप I में सफल घोषित परीक्षार्थीयों के नाम

क्रम सं०	रोल नं०	नाम
1	6	एस० एम० घोपेसदारकर (वाषा)

2	7	एस० सनयाना रामन
3	14	ननवीप सी० महता
4	28	नारीन्द्रा नाथ किनी
5	32	श्रृंखल कुमार जैन
6	54	नारेश चन्द्र
7	58	आर० राजा राम
8	60	टी० रघुनाथन

## III. केवल ग्रुप II में सफल घोषित परीक्षार्थियों के नाम

क्रम सं०	रोल नं०	नाम
1	5	विजय स्वरूप
2	16	वौशिन हार्डा
3	55	रवीन्द्रा प्रकाश युप्ता
4	65	के० शिवा कुमार
5	67	१०० के० खन्ना

## परिणामों का सारांश

दोनों ग्रुपों में बैठे परीक्षार्थियों की कुल संख्या	17
दोनों ग्रुपों में उत्तीर्ण	3
ग्रुप I में उत्तीर्ण	3
ग्रुप II में उत्तीर्ण	4
दोनों ग्रुपों की प्रतिशत	17.6%
ग्रुप I में बैठे परीक्षार्थियों की संख्या	20
उत्तीर्ण	5
प्रतिशत	25%
ग्रुप II में बैठे परीक्षार्थियों की संख्या	2
उत्तीर्ण	1
प्रतिशत	50%

आर० राजगोपालन पुरस्कार जो कि एक ही बार में परीक्षा उत्तीर्ण करने वाले सर्वश्रेष्ठ परीक्षार्थी के लिये है श्री वी० वैनकटा-रमन रोल नं० 29 को प्रदान किया जायेगा ।

स्वार्गीय श्री के० नारायणास्वामी का पुरस्कार जो कि ग्रुप II में अधिकतम शंक प्राप्त करने वाले परीक्षार्थी जिसने कि दोनों ग्रुप एक ही बार में पांग किये हैं श्री मधू आर० राव रोल नं० 13 को प्रदान किया जायेगा ।

पी० एग० नारायणस्वामी,  
अध्यक्ष

दी इनस्टीट्यूट ऑफ कॉस्ट एन्ड वर्क्स

एक्काउन्टेन्ट्स ऑफ इंडिया

कलकत्ता-700016, दिनांक 19 दिसम्बर 1975

(कॉस्ट एक्काउन्टेन्ट्स)

सं० 16 सी० डब्ल्यू० आर० (155)/75—दी कॉस्ट एन्ड वर्क्स एक्काउन्टेन्ट्स रेस्युलेशन 1959 के विनियम 16 का अनुसरण कर यह अधिसूचित किया जाता है कि दी इनस्टीट्यूट ऑफ कॉस्ट एन्ड वर्क्स एक्काउन्टेन्ट्स ऑफ इंडिया के परिषद ने दी कॉस्ट एन्ड वर्क्स एक्काउन्टेन्ट्स अधिनियम 1959 की धारा 20 की ऊप-धारा 1 के उपवाक्य (वी०) के द्वारा दिये गये अधिकारों का प्रयोग करते हुये श्री भगवान खेमल दास जेतवानी ए० आई० सी० डब्ल्यू० ए०, 3 मोरगान डाले कूसेन्ट एग्रीनकोर्ट 752 ओनटारीयो, कनाडा (सदस्यता संख्या 776 के नाम को उनके अनुरोध पर दिनांक 1 अप्रैल 1975 से सदस्य पंजिका से हटा दिया गया है ।

एस० एन० घोष,  
सचिव

RESERVE BANK OF INDIA  
(CENTRAL OFFICE)  
DEPARTMENT OF ACCOUNTS & EXPENDITURE  
Bombay, the 31 st January 1976

Corrigendum to the List of Lost etc. Government of India Securities (for the quarter ended 31st December 1973) published in the Gazette of India dated 20th September, 1975.

List	Page No.	Number of the Security.	LOAN	Value Rs./Gms.	Column No.	For	Read as
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
A	1	BY 126755	3% First Development Loan 1970-75.	Rs. 500/-	5	Kaderbhaji Gulam-hussain Karachiwala	Kaderbhaji Gulam-hussain Karachiwala
A	1	BY 008324	National Defence Gold Bonds 1980—'B' Series.	264 grammes	5	Vasantgauri Kalyanji Mehta.	Vasantgauri Kalyanji Mehta.
B	3	BY 372507	3% Conversion Loan 1946.	Rs. 10,000/-	5	Jagmohandas Ran-chodlal, Prabhakar Mangaldas.	Jagmohandas Ran-chodlal, Prabhakar Mangaldas.
B	5	BY 072128	3% First Development Loan 1970-75	Rs. 500/-	4	15-10-1963.	15-10-1953.
B	5	BY 072128	Do.	Rs. 500/-	5	—	Add "heirship certificate holders to the estate of Vishnu Bhikaji Waikar".
B	5	BY 138295	Do.	Rs. 500/-	3 & 5	Mohanlal Bhagwan-das.	Mohanlal Bhagwan-das.
B	6	Between the particulars of Government Promissory Notes Nos. BY 133016 and BY 097445.					3½% National Plan Loan, 1964 (to be inserted).
B	6	BY 079320	3½% National Plan Loan 1964.	Rs. 200/-	5	—	Add "heirship certificate holders to the estate of Aher Jetha Ukbhai".
B	6	BY 079320	Do.	Do.	6	22nd December 1972	22nd December, 1971
B	7	BY 036732-34 (3 x 1,000/-)	3½% National Plan Bonds 1965—II Series.	Rs. 3,000/-	1	BY 36732-34	BY 036732-34

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
B	7	BY 010655	3½% National Plan Bonds, II Series, 1965.	Rs. 5,900/-	7	15th January 1975	15th January 1972
B	7	*BY 079090	Do.	*Rs. 100/-	1	*BY 07900	*BY 079090
B	8	BY 002142-47	4% Loan 1970 (6 x 100/-)	Rs. 600/-	5	Shankar M. Mum-jumdar.	Shankar M. Mu-jumdar.
B	8	BY 001407-08	4 3/4% Loan 1989 (2 x 500/-)	Rs. 1,000/-	5	Kooverjee Vusonjee	Kooverjee Vusonjee.

## CALCUTTA CIRCLE

B	12	CA 072074	3% First Development Loan 1970-75	Rs. 1,000/-	4	15-4-1959.	15-4-1969.
B	12	CA 072074	Do.	Rs. 1,000/-	6	Case No. 771.	Case No. 777.
B	12	CA 028819	Do.	Rs. 500/-	5	Menerka Mallik.	Menaka Mallik.
B	12	321764-65	3½% loan 1865.	Rs. 800/-	7	24-4-1972.	24-4-1971.
B	13	CA 007927	National Gold Bonds 1980 Series 'A'.	100 gms.	3	Shyam Sundar Agarwal.	Shyam Sundar Agarawal.

## NEW DELHI CIRCLE

B	13	—	3½% National Plan Loan, 1964.	—	Nomen-clature of	3½% National Plan Loan 1974.	3½% National Plan Loan 1964.
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## MADRAS CIRCLE

A	2	MS 016713	National Defence Gold Bonds 1980 'B' Series.	20 gms.	5	V.K. Kuppusami.	U.K. Kuppusami.
B	15	MS 010916	National Defence Gold Bonds 1980 'A' Series.	15 gms.	1	MS 0101916	MS 010916

## HYDERABAD CIRCLE

B	15	—	2½% Hyderabad Loan 1364-69 Fasli	—	Nomen-clature of	2½% Hyderabad Loan 1964-69 Fasli	2½% Hyderabad Loan 1364-69 Fasli.
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W. J. F. VAZ,  
CHIEF ACCOUNTANT,  
RESERVE BANK OF INDIA

Errors and omissions observed in the publication of the Order No. 5/1975 dated October, 6, 1975 in the Gazette of India dated the 8th November, 1975.

Sl. No.	Reference		Instead of	Read as
1.	Column II-Nature of powers (under sl. No. 1 of the order)	—after the word "45 J"	—	Comma
2.	Do.	—after the word "45 K"	—	Comma
3.	Do.	—before the words "(1) of section 45 N"	Comma	—
4.	Column II-Nature of powers (under sl. No. 3 of the order)	—Line 1.	Reserv	Reserve
5.	Do.	—Line 2	Paragraph 1	Paragraph-15

## AGRICULTURAL CREDIT DEPARTMENT

Bombay-400 018, the 21st January 1976

No. ACD.38/A.18-75/76.—In pursuance of sub-section (2) of section 36A read with clause (za) of section 56 of the Banking Regulation Act, 1949, the Reserve Bank of India hereby notifies that the following co-operative banks have ceased to be co-operative banks within the meaning of the said Act.

Sr. No. Name of the Primary Co-operative Bank & State Union Territory.

1. W.S.F. Workmen's Co-operative Credit Society Ltd. 17, Convent Road Calcutta-14—West Bengal.
2. Kerala State Transport Workers Co-operative Society Ltd. Trivandrum, District : Trivandrum—Kerala.

3. The Customs and Central Excise Co-operative Society Ltd. No. E.41, Custom House Cochin 3.—Kerala.
4. Glaxo Employees' Co-operative Thrift and Credit Society Ltd. Mathura Road, Okhla New Delhi—Delhi.
5. Bagalkot Taluka Primary Teachers' Co-operative Credit Society Ltd. Bagalkot, District : Bijapur—Karnataka.
6. The Ugar Sugar Works and Dr. Shirjaakar Shaikshanik Trust Nokar Co-operative Credit Society Ltd. Ugar Khurd, District : Belgaum—Karnataka.
7. Mehsana Nagarpalikana Karmacharioni Bachat Shakh and Purvatha Sahakari Mandli Ltd. Op. Saverdi Kuva Municipal Quarters Mehsana, District: Mehsana—Gujarat.

K. MADHAVA DAS, Chief Officer,

STATE BANK OF INDIA,  
CENTRAL OFFICE

Bombay cant the 22nd December 1975,

The following appointment on the Bank's staff is hereby notified :—

Shri K. K. Saxena has been appointed as Deputy Branch Inspector on the Central Office Staff as from the 19th December, 1975.

The 16th December, 1975

The following appointment on the Bank's staff is hereby notified :—

Shri M. B. Sharma has been appointed as Deputy Branch Inspector on the Central Office Staff as from to-day.

The 17th December 1975

The following appointment on the Bank's staff is hereby notified :—

Shri A. K. Sen, has been appointed as Branch Inspector on the Central Office Staff as from to-day.

T. R. VARDACHARYA,  
Managing DirectorSTATE BANK OF MYSORE  
(Associate of the State Bank of India)  
HEAD OFFICE BANGALORE-9

Bangalore, the 17th January 1976

The Sixteenth Annual General Meeting of the Shareholders of the State Bank of Mysore will be held at the Bank's Head Office, Kempegowda Road, Bangalore-9, on Monday the 1st March 1976 at 11.00 A.M. (Standard Time) to receive the Report of the Board of Directors, the Balance Sheet and Profit and Loss Account of the Bank made upto the 31st December 1975 and the Auditors' Report on the Balance Sheet and Accounts.

It is hereby notified for general information that in terms of Regulation 55(i) of the Subsidiary Banks General Regulations the Board of Directors of State Bank of Mysore has empowered each of the officials mentioned in column (i) hereunder to exercise singly the powers specified in column (ii) :

## (i) (ii)

Head Clerks	To receipt Bank and Government credit vouchers for amounts not exceeding Rs. 1,000/-.
Head Cashiers Category 'E'	To receipt Bank and Government vouchers for amounts not exceeding Rs. 5,000/-.

H. C. SARKAR, Managing Director.

STATE BANK OF TRAVANCORE  
(Associate of the State Bank of India)  
HEAD OFFICE : TRIVANDRUM

Trivandrum, the 2nd January 1976

The Sixteenth Annual General Meeting of the Shareholders of the State Bank of Travancore, will be held at the Banks Head office, Trivandrum, on Monday the 8th March, 1976, at 10.30 A.M. (Standard Time) for the transaction of the following business.

To receive the Report of the Board of Directors, the Balance Sheet and Profit and Loss Account of the Bank made upto the 31st December, 1975, and the Auditor's Report on the Balance Sheet and Accounts.

S. NIYOGI  
Managing Director.THE INSTITUTE OF CHARTERED ACCOUNTANTS OF  
INDIA

New Delhi-1, the 2nd January 1976

No. 4-CA (1)/13/75-76.—In pursuance of Regulation 16 of the Chartered Accountants Regulations, 1964, it is hereby notified that in exercise of the powers conferred by clause (a).... of Sub-Section (1) of Section 20 of the Chartered Accountants Act, 1949, the Council of the Institute of Chartered Accountants of India, has removed from the Register of Members of this Institute on account of death, with effect from the dates mentioned against their names, the names of the following gentlemen :—

S. No.	Member- ship No.	Name and Address	Date of Removal
1	2	3	4
1.	115	Shri S. Rasool, Rasool Singh & Co., 147, Raghbir Puri, Aligarh.	11-9-74
2.	140	Shri Jagdish Prashad M/s Jagdish Prashad & Co., 259, Chandni Chowk, Delhi.	30-12-75

No. 8CA (1)/15/75-76.—In pursuance of Clause (iii) of Regulation 10(1) of the Chartered Accountants Regulations, 1964, it is hereby notified that the Certificate of Practice issued to the following members shall stand cancelled for the period mentioned against their names, as they do not desire to hold their Certificate of Practice.

S. Member- ship No.	Name and Address	Period during which the Cer- tificate shall Stand Cancelled.
1.	2.	3.
1. 6540	Shri P. C. Sheth, A.C.A. C/o Dr. J. C. Choksi, 187, Manchhubhai Road, Malad (East), Bombay.	27-12-75
2. 10440	Shri Surinder Singh A.C.A., House No. 2345, Sector 35-C, Chandigarh.	15-10-75
3. 14990	Shri V. K. Lal, A.C.A., F-29, Ansari Market, Darya Ganj, Delhi.	28-11-75
4. 15151	Shri A. K. Mittal, A.C.A., 29, Old Barden Lane, Vadgadi, Bombay.	1-11-75

The 5th January 1976

No. 8CA (1)/16/75-76.—In pursuance of Clause (iii) of Regulation 10(1) of the Chartered Accountants Regulations, 1964, it is hereby notified that the Certificate of Practice issued to the following members shall stand cancelled for the period men-

tioned against their names, as they do not desire to hold their Certificate of Practice.

S. No.	Member- ship No.	Name and Address	Period during which the Certi- ficate shall stand Cancelled
1	2	3	4
1.	286	Shri D.P.Gugder, F.C.A. Malabar Mansion, Gandhi Road, Apollo Reclamation Fort, Bombay-39.	31-12-75
2.	1851	Shri J. D. Shukla, A.C.A., Navnit Niwas, Old Bharda Wadi Andheri (West), Bombay-58.	1-1-76

P. S. GOPALAKRISHNAN,  
Secretary

New Delhi the 6th January, 1976  
(Chartered Accountants)

No. 20-PG (Exam)N/75—In pursuance of Regulation 179 of the Chartered Accountants Regulations, 1964, the Council of the Institute of Chartered Accountants of India is pleased to notify for general information that the following candidates have been declared successful in the Management Accountancy Course-Part I Examination, held in November 1975.

I. Names of the candidates who have been declared successful in Both Groups.

S. No.	Roll No.	Name
1.	12	Vidyut H. Mehta
2.	13	Madhu R. Rao
3.	29	V. Venkataraman

II. Names of the candidates who have been declared successful in Group I only.

S. No.	Roll No.	Name
1	2	3
1.	6	S.M. Dhopeshwarkar (Baba)
2.	7	S. Santhana Raman
3.	14	Nandeep C. Mehta
4.	28	Nagendra Nath Kini.
5.	32	Arun Kumar Jain
6.	54	Naresh Chand
7.	58	R. Rajaram
8.	60	T. Raghunathan

III. Names of the candidates who have been declared successful in Group II only.

S. No.	Roll No.	Name
1	2	3
1.	5	Vijay Sarup
2.	16	Vorshil Handa
3.	55	Ravindra Prakash Gupta
4.	65	K. Shivakumar
5.	67	P. K. Khanna

*SUMMARY OF RESULTS :*

Total number of candidates appeared in Both Groups	17
Passed in Both Groups :	3
Passed in Group I	3
Passed in Group II	4
Percentage of Both Groups	17.6%
Total number of candidates appeared in Group I only	20
Passed	5
Percentage	25%
Total number of candidates appeared in Group II	2
Passed	1
Percentage	50%

The R. Rajagopal prize for the best candidates passing the examination at one sitting will be awarded to Shri V. Venkataraman (Roll 29).

The late K. Narayanaswamy prize for the best candidates securing the highest marks in Group II amongst the candidates passing the examination in both groups at one sitting will be awarded to Shri Madhu R. Rao (Roll 13).

P. S. Gopala Krishnan,  
Secretary

P.M. Narayana, President

**THE INSTITUTE OF COST AND WORKS ACCOUNTANTS OF INDIA**

Calcutta 700016, the 19th December 1975  
(COST ACCOUNTANTS)

No. 16-CWR (155)/75—In pursuance of Regulation 16 of the Cost and Works Accountants Regulations, 1959, it is hereby notified that in exercise of the powers conferred by clause (b) of sub-section (1) of Section 20 of the Cost and Works Accountants Act, 1959, the Council of the Institute of Cost and Works Accountants of India has removed from the Register of Members, at own request, the name of Shri Bitagwan Khemaldas Jethwani, AICWA, 3, Morgandale Crescent Agincourt-752, Ontario, Canada (Membership No. 776) with effect from 1st April, 1975.

S. N. GHOSE,  
Secretary

**OIL & NATURAL GAS COMMISSION**  
**SECRETARIAT**

No. 17(7)/75-Reg.—In exercise of the powers conferred by section 32 of the Oil and Natural Gas Commission Act, 1959 (43 of 1959), the Oil and Natural Gas Commission hereby makes, with the previous approval of the Central Government, the following regulations namely :—

**1. SHORT TITLE AND COMMENCEMENT.**

(1) These regulations may be called the Oil and Natural Gas Commission (Conduct, Discipline and Appeal) Regulations 1976.

(2) They shall come into force on the date of their publication in the Official Gazette.

**2. DEFINITIONS.**

In these regulations, unless the context otherwise requires,—

- (a) "Act" means the Oil and Natural Gas Commission Act, 1959 (43 of 1959);
- (b) "Appointing authority", in relation to an employee, means—
  - (i) the authority empowered to make appointments to the Service of which the employee is for the time being a member or to the grade of the Service in which the employee is for the time being included; or
  - (ii) the authority empowered to make appointments to the post which the employee for the time being holds; or
  - (iii) the authority which appointed the employee to such Service, grade or post, as the case may be; or
  - (iv) where the employee having been a permanent member of any other service or having substantively held any other permanent post has been in continuous employment of the Commission, the authority which appointed him to that service, or to any grade in that service or to that post.
- (c) "cadre authority", in relation to a service, has the same meaning as in the rules regulating that service;
- (d) "Commission" means the Oil and Natural Gas Commission established under section 3 of the Act;
- (e) "competent authority", in relation to the exercise of powers under these regulations, means the Commission and includes any officer or authority to whom or to which the power is delegated by the Commission under the Act;
- (f) "disciplinary authority" means the authority competent under these regulations to impose on an employee any of the penalties specified in these regulations;
- (g) "employee" means a person who holds a post under the Commission and includes any such person whose services are temporarily placed at the disposal of the Central Government or a State Government or any Industrial Undertaking of the Central Government or a State Government;

**Explanation.**—A Central or State Government servant or an employee of a public undertaking on foreign service to the Commission shall continue to be governed by the conduct rules of his department or office;

- (h) "Government" means the Central Government;
- (i) "Government servant" means a person who is a member of a service or who holds a civil post under the Union or a State Government and includes any such person on foreign service;
- (j) "members of the family", in relation to an employee, includes—

(i) the wife or husband, as the case may be, of the employee whether residing with him or not but does not include a wife or husband, as the case may be, separated from the employee by a decree or order of competent court;

(ii) sons or daughters or step-sons or step-daughters of the employee and wholly dependent on him, but does not include a child or step child who is no longer in any way dependent on the employee or of whose custody the employee has been deprived by or under any law;

(iii) any other person related, whether by blood or marriage, to the employee or to such employee's wife or husband and wholly dependent on such employee;

(k) "misconduct", without prejudice to the general meaning of the said term and the specific provisions made in these regulations, includes acts and omissions specified in the Schedule annexed to these regulations:

- (l) "public servant" shall have the same meaning as in section 21 of the Indian Penal Code, (45 of 1860);
- (m) "Service" means service under the Commission;
- (n) "workman" shall have the same meaning as in clause(s) of section 2 of the Industrial Disputes Act, 1947 (14 of 1947).

**3. APPLICATION—**

(1) These regulations shall apply to all the employees of the Commission, except—

- (a) workmen as defined in the standing orders for contingent employees;
- (b) Government servants working in the Commission in respect of whom there are separate provisions.

(2) Nothing in these regulations shall operate to deprive any employee of any right or privilege to which he is entitled—

- (a) by or under any law for the time being in force; or
- (b) by the terms or conditions of service, or any agreement, subsisting between such person and the Government; or
- (c) by the terms of any agreement subsisting between him and the Commission at the commencement of these regulations.

(3) Where it is considered necessary to make provisions in respect of an employee, inconsistent with any of these regulations, the authority making the appointment, with the prior approval of the Commission may, by agreement with such employee, make such provisions and thereupon these regulations shall not apply to such employee to the extent to which the provisions so made are inconsistent therewith.

**4. AUTHORITY TO MAKE APPOINTMENTS—**

Subject to the provisions of clause (a) of the proviso to section 15 of the Act, all appointments to posts or services in the Commission shall be made by the Commission :

Provided that the Commission may, by a general or special order and subject to such conditions, if any as it may specify in such order, delegate to any other authority the power to make such appointments.

**5. GENERAL—**

- (1) Every employee shall at all times—

- (a) maintain absolute integrity;
- (b) maintain devotion to duty; and
- (c) do nothing which is unbecoming of an employee.

- (2) (a) Every employee holding a supervisory post shall take all possible steps to ensure the integrity and devotion to duty of all employees for the time being under his control and authority;

(b) No employee shall, in the performance of his official duties or in the exercise of powers conferred on him, act otherwise than in his best judgement except when he is acting under the direction of his official superior and shall, where he is acting under such direction, obtain the direction in writing, wherever practicable, and where it is not practicable to obtain the direction in writing, he shall obtain written confirmation of the direction as soon as thereafter as possible.

*Explanation.*—Nothing in clause (b) of sub-regulation (2) shall be construed as empowering an employee to evade his responsibilities by seeking instructions from or approval of a superior officer or authority when such instructions are not necessary under the scheme of distribution of powers and responsibilities.

#### 6. ABSENCE FROM STATION—

(1) Unless otherwise expressly provided, the whole time of an employee shall be at the disposal of the Commission and he shall serve the Commission in its business in such capacity and at such places as he may, from time to time, be directed by his superior.

(2) An employee shall not absent himself from duty without having obtained the permission of the competent authority.

(3) No employee shall leave the station where he is posted, without obtaining previous permission from his immediate superior officer unless otherwise so authorised by the competent authority.

#### 7. EMPLOYMENT OF MEMBERS OF THE FAMILY OF EMPLOYEES IN FIRMS ENJOYING COMMISSION'S PATRONAGE—

(1) No employee shall use his position or influence directly or indirectly to secure employment for any member of his family in any private undertaking.

(2) No employee shall, except with the previous sanction of the competent authority, permit any member of his family to accept employment with any private firm with which he has official dealings or with any other firm having official dealings with the Commission:

Provided that where the acceptance of the employment cannot await the prior sanction of the competent authority, the employment may be accepted provisionally subject to the ultimate sanction of the competent authority, to which the matter shall be reported forthwith.

(3) No employee shall, in the discharge of his official duties, deal in any matter with, or give or sanction any contract to, any firm or any other person if any member of his family is employed in that firm or under that person or if he or any member of his family is interested in such matter or contract and the employee shall refer every such matter or contract to the competent authority and the matter or the contract shall thereafter be disposed of according to the instructions of the said authority.

#### 8. TAKING PART IN POLITICS AND ELECTIONS—

(1) No employee shall take part in, subscribe in aid of, or assist in any other manner, any movement or activity which is, or tends directly or indirectly to be, subversive of the Government as by law established and it shall be the duty of every employee to endeavour to prevent any member of his family from taking part in, subscribing in aid of, or assisting in any other manner, any such movement or activity and where an employee is unable to prevent a member of his family from taking part in, or subscribing in aid of, or assisting in any other manner any such movement or activity, he shall make a report to that effect to the Commission.

(2) If any question arises whether any movement or activity falls within the scope of sub-regulation (1) the question shall be referred to the Government for decision.

(3) No employee shall canvass or otherwise interfere or use his influence in connection with, or take part in, an election to any legislature or local authority;

Provided that—

(a) an employee qualified to vote at such election may exercise his right to vote, but where he does so,

he shall give no indication of the manner in which he purposes to vote or has voted;

(b) an employee shall not be deemed to have contravened the provisions of this sub-regulation by reason only that he assists in the conduct of an election in the due performance of a duty imposed on him by or under any law for the time being in force.

*Explanation (I).*—Offering himself as a candidate for election to local authority on being permitted by the Commission shall not amount to the contravention of sub-regulation (3).

*Explanation (II).*—The display by an employee on his person, vehicle or residence of any electoral symbol shall amount to using his influence in connection with an election within the meaning of this sub-regulation (3).

#### 9. JOINING OF ASSOCIATIONS BY EMPLOYEES—

No employee shall join, or continue to be a member of, an association the objects or activities of which are prejudicial to the interests of the sovereignty and integrity of India, public order or morality.

#### 10. DEMONSTRATION AND STRIKES—

No employee shall—

- (a) engage himself or participate in any demonstration which involves incitement to an offence;
- (b) resort to or in any way abet any form of strike or coercion or physical duress in connection with any matter pertaining to his service or the service of any other employee of the Commission.

*Explanation.*—In this regulation, "strike" shall have the same meaning as in clause (q) of Section 2 of the Industrial Disputes Act, 1947 (14 of 1947).

#### 11. CONNECTION WITH PRESS OR RADIO—

(1) No employee shall, except with the previous sanction of the Commission, own wholly or in part or conduct or participate in the editing or management of any newspaper or other periodical publication.

(2) No employee shall, except with the previous sanction of the Commission or any other authority empowered by it in this behalf, or in the bona fide discharge of his duties, publish a book himself or through a publisher, or contribute an article to a book or a compilation of articles, or participate in a radio broadcast or contribute any article or write a letter to a newspaper or periodical, either in his own name or anonymously or pseudonymously or in the name of any other person in or outside the Commission:

Provided that no such sanction shall be required—

- (a) if such publication is through a publisher and is of a purely literary, artistic or scientific character and does not include any scientific, technical or economic data pertaining to the work, plans or operations of the Commission for the development of petroleum resources and the production and sale of petroleum and petroleum products produced by it and for matters connected therewith or pertaining to the oil or gas bearing areas of the Commission;
- (b) if such broadcast, contribution or writing is of a purely literary, artistic or scientific character and does not include any scientific, technical or economic data pertaining to the work, plans or operations of the Commission for the development of petroleum resources and the production and sale of petroleum and petroleum products produced by it and for matters connected therewith or pertaining to the oil or gas bearing areas of the Commission.

#### 12. CRITICISM OF GOVERNMENT OR COMMISSION—

No employee shall in any radio broadcast or in any document published under his name or in the name of any other

person or in any communication to the press, or in any public utterances, make any statement:

- (a) which has the effect of an adverse criticism of any policy or action of the Central Government or a State Government or of the Commission; or
- (b) which is capable of embarrassing the relations between the Commission and the public:

Provided that nothing contained in this regulation shall apply to—

- (i) any statements or views which are of purely factual nature and are not considered to be of a confidential nature and are made or expressed by an employee in his official capacity or in due performance of the duties assigned to him;
- (ii) any bona-fide expression of views by an employee as an office bearer of a recognised trade union for the purpose of safeguarding the conditions of service of the employees or for securing an improvement thereof.

#### 13. EVIDENCE BEFORE COMMITTEE OR ANY OTHER AUTHORITY—

(1) Save as provided in sub-regulation (3), no employee shall, except with the previous sanction of the Commission, give evidence in connection with any inquiry conducted by any person, Committee or authority.

(2) Where any sanction has been accorded under sub-regulation (1), no employee giving such evidence shall criticise the policy or any action of the Central Government or of a State Government or the Commission.

(3) Nothing in this regulation shall apply to—

- (a) evidence given at an inquiry before an authority appointed by the Central Government, a State Government, the Commission, Parliament or a State Legislature; or
- (b) evidence given in any judicial inquiry; or
- (c) evidence given at any departmental inquiry ordered by authorities subordinate to the Commission.

#### 14. UNAUTHORISED COMMUNICATION OF INFORMATION—

(1) No employee shall, except in accordance with any general or special order of the Commission or in the performance in good faith of the duties assigned to him, communicate directly or indirectly, any official document or any part thereof or information to any officer or other employee, or any other person to whom he is not authorised to communicate such document or information.

(2) No employee shall give any press interviews without prior permission of the competent authority.

#### 15. SUBSCRIPTION—

No employee shall, except with the previous sanction of the Commission or of an authority specified in this behalf, ask for or accept contribution to, or otherwise associate himself with the raising of, any funds or other collections in cash or in kind in pursuance of any object whatsoever.

#### 16. GIFTS—

(1) (a) Save as otherwise provided in these regulations, no employee shall accept or permit any member of his family or any person acting on his behalf, to accept any gift.

*Explanation.*—In this regulation, “gift” shall include free transport, board, lodging or other service or any other pecuniary advantage provided by any person other than a near relative or a personal friend having no official dealings with the employee.

(b) An employee shall avoid acceptance of lavish hospitality or frequent hospitality from any individual or firm having official dealings with him.

(2) An employee may accept gifts from his near relatives on occasions such as, weddings, anniversaries, funerals or religious functions, when the making of gifts is in conformity with the prevailing religious or social practices, but he shall make a report to the competent authority, if the value of the gifts exceeding Rs. 500/-.

(3) An employee may, on such occasions as are specified in sub-regulation (2), accept gifts from his personal friends having no official dealings with him, but he shall make a report to the competent authority, if the value of the gifts exceeds Rs. 250/-.

(4) In any case not falling under sub-regulation (2) or sub-regulation (3), an employee shall not accept any gifts without the sanction of the competent authority, if the value thereof exceeds Rs. 250/-.

Provided that when more than one gift has been received from the same person or firm within a period of 12 months, the matter shall be reported to the competent authority if the aggregate value of the gifts so received exceeds Rs. 250/-.

#### 17. PUBLIC RECEPTION IN HONOUR OF EMPLOYEES—

No employee shall, except with the previous sanction of the Commission, receive any complimentary or valedictory address or accept any testimonial or attend any meeting or entertainment held in his honour, or in the honour of any other employee:

Provided that nothing in this regulation shall apply to—

- (a) a farewell entertainment of a substantially private and informal character held in honour of an employee or any other employee on the occasion of his retirement or transfer or any person who has recently quit the Service; or
- (b) the acceptance of simple and inexpensive entertainments arranged by public bodies or institutions.

*NOTE.*—Exercise of pressure or influence of any sort on any employee to induce him to subscribe towards any farewell entertainments even if it is of a substantially private or informal character, and the collection of subscriptions from the employees whose maximum of the scale of pay does not exceed Rs. 620/- per mensem under any circumstances for the entertainment of any employee not belonging to the category of posts whose maximum of the scale of pay does not exceed Rs. 620/- per mensem is forbidden.

#### 18. PRIVATE TRADING—

(1) No employee shall, except with the previous sanction of the competent authority, engage directly or indirectly in any trade or business or undertake any other employment:

Provided that an employee may, without such sanction, undertake honorary work of a social or charitable nature or occasional work of a literary, artistic or scientific character, subject to the condition that his official duties do not thereby suffer.

(2) Every employee shall report to the competent authority if any member of his family is engaged in a trade or business or owns or manages an insurance agency or Commission agency.

(3) No employee shall, without the previous sanction of the competent authority and except in the discharge of his official duties, take part in the registration, promotion or management of—

- (a) any bank;
- (b) any company which is required to be registered under the Companies Act, 1956 (1 of 1956) or any other law for the time being in force;
- (c) any co-operative society for commercial purposes;

Provided that an employee may take part in the registration, promotion or management of a Consumer Cooperative Society or House Building Co-operative Society constituted substantially for the benefit of employees, and registered under the Co-operative Societies Act, 1912 (2 of 1912) or

any other law for the time being in force, or of a literary, scientific or charitable society registered under the Societies Registration Act, 1860 (21 of 1860), or any corresponding law in force.

(4) No employee shall accept any fee or any pecuniary advantage for any work done by him for any public body or any private person without the sanction of the competent authority.

#### 19. LENDING AND BORROWING—

No employee shall, save in the ordinary course of business with a bank, the Life Insurance Corporation of India or a firm of standing, borrow money from or lend money to or otherwise place himself under pecuniary obligation to any person with whom he has or is likely to have official dealings or permit any such borrowing, lending or pecuniary obligation in his name, for his benefit or for the benefit of any member of his family.

#### 20. INSOLVENCY AND HABITUAL INDEBTEDNESS—

(1) An employee shall avoid habitual indebtedness unless he proves that such indebtedness or insolvency is the result of circumstances beyond his control and does not proceed from extravagance.

(2) An employee who applies to be, or is adjudged or declared insolvent shall forthwith report the fact to the competent authority.

#### 21. FEES AND HONORARIA—

(1) No employee shall undertake part time work for a private or public body or a private person or persons or accept fee therefor without the sanction of the competent authority, which shall grant sanction only in exceptional cases, when it is satisfied that the work can be undertaken without detriment to his official duties and responsibilities.

(2) The competent authority may in cases in which it thinks fit to grant such sanction, stipulate the amount of fees received by the employee for undertaking the work to be paid to the Commission.

#### 22. MOVABLE, IMMOVABLE AND VALUABLE PROPERTY—

(1) Save as otherwise provided in sub-regulation (3), no employee shall, except with the prior permission of the competent authority—

(a) acquire or dispose of any immovable property by lease, mortgage, purchase, sale, gift or otherwise, either in his own name or in the name of any member of his family, if it is of the value of ten thousand rupees or above :

Provided that any such transaction of the value of less than ten thousand rupees conducted otherwise than through a regular or reputed dealer or conducted with a person or firm having official dealings with the employee shall also require the previous sanction of the competent authority;

(b) construct a house;

(c) undertake, in respect of immovable property, repairs or minor construction work, estimated to cost more than Rs. 2,500/-;

(d) acquire or dispose of immovable property by way of dowry.

*Explanation.*—The competent authority for the purposes of this sub-regulation shall be—

(a) in the case of an employee, other than an employee on foreign service or on deputation to the Commission, the Commission except where any lower authority has been specified in respect of any category of such employees;

(b) in the case of an employee on foreign service or on deputation to the Commission, the controlling authority of the cadre on which such employee is borne.

(2) Save as otherwise provided in sub-regulation (3), no employee shall, except with the prior permission of the competent authority, enter into any transaction concerning any movable property exceeding ten thousand rupees in value, whether by way of purchase, sale or otherwise;

Provided that any such transaction of the value of less than ten thousand rupees conducted otherwise than through a regular or reputed dealer or conducted with a person or firm having official dealings with the employee shall also require the previous sanction of the competent authority.

*Explanation I.*—For the purpose of this sub-regulation, the expression “movable property” includes, inter-alia, the following, namely :—

- (a) jewellery, insurance policies the annual premia of which exceeds Rs. 10,000/-, shares, securities and debentures;
- (b) loans, advances by such employees whether secured or not;
- (c) motor cars, motor cycles, horses or any other means of conveyance;
- (d) refrigerators, radios and radiograms; and
- (e) “on account” payments to Co-operative house building societies for purchase or development of land.

*Explanation II.*—All purchases made at the same time, in the same shop or place and charged for in the same bill shall be treated as one transaction for the purpose of sub-regulation (2), whether or not they relate to the same item.

*Explanation III.*—For the purposes of sub-regulation (2), purchase of articles for presentation as dowry shall be deemed to be a transaction concerning any movable property.

(3) All transactions of both immovable and movable property made out of the funds (including stridhan, gifts and inheritance) of the dependents of the employee, irrespective of the persons in whose name the transaction is made, shall be reported to the competent authority in the following manner, namely :—

- (a) *Transactions in immovable property.*—These transactions should be reported alongwith the annual property return but in a separate form; no other report is necessary.
- (b) *Transactions in movable property.*—These transactions should be reported immediately on their completion or immediately after the employee comes to know of them, but in either case, the prior permission of the competent authority is not necessary.
- (c) An employee who transfers any immovable property or movable property exceeding Rs. 10,000/- in value, to a member of his family, should report to, or obtain the sanction of, the competent authority in accordance with these regulations.
- (d) (i) *Transactions as members of Hindu undivided Joint Family* do not require the prior permission of the Commission.
- (ii) In such cases, transactions in immovable property should be included in the annual property return and those in movable property should be reported to the competent authority immediately after their completion or after the employee comes to know of them.
- (iii) If an employee is unable to give an idea of his share of such property, he may give details of the full property and the names of the members who share it.

(4) (a) Every employee holding a post, the maximum of the scale of pay of which is more than Rs. 620/- per mensem shall on the first appointment in the Service, and thereafter on the 1st January of each year, submit a return in such form as the competent authority may specify in this behalf giving the full particulars regarding the immovable property owned, acquired or inherited by him or held by him on lease or mortgage, either in his own name or in the name of any member of his family, or in the name of any other person;

(b) The competent authority may also specify a similar return in respect of other categories of employees, as and when occasion demands.

(5) (a) The competent authority may, at any time, by general or special order, require an employee to furnish within a period specified in the order, a full and complete statement of such movable or immovable property held or acquired by him or on his behalf or by any member of his family as may be specified in the order.

(b) Such statement shall, if so required by the competent authority, include the details of the means by which, or the source from which, such property was acquired.

#### 23. VINDICATION OF ACTS AND CONDUCT OF EMPLOYEES—

(1) No employee shall, except with the previous sanction of the Commission, have recourse to any court or to the Press for the vindication of any official act which has been the subject matter of adverse criticism or an attack of a defamatory character.

(2) Nothing in this regulation shall be deemed to prohibit an employee from vindicating his private character or any act done by him in his private capacity and where any action for vindicating his private character or any act done by him in his private capacity is taken, the employee shall submit a report to the competent authority regarding such action.

#### 24. CONVICTION OR ARREST OF AN EMPLOYEE—

An employee convicted by a court of law or arrested shall report promptly the fact of his conviction or arrest to his departmental superiors; and failure to do so shall render him liable to disciplinary action on this ground.

#### 25. PRESSING OF CLAIM OR SEEKING REDRESS OF A GRIEVANCE IN SERVICE MATTERS—

(1) An employee shall address his immediate superior or such other authority at the lowest level, as may be competent to deal with service matters.

(2) An appeal or representation to higher authorities shall not be made, unless the appropriate lower authority has already rejected the claim or refused relief or unduly delayed the disposal of the case.

(3) A representation to the Member or the Chairman of the Commission shall not be made unless all means of seeking redress from lower authorities have been completely exhausted.

(4) No representation, appeal, petition or memorial shall be addressed by an employee to the member or the Chairman of the Commission personally or to any outside authority or an authority not specified under these regulations:

Provided that an employee belonging to the Scheduled Caste or Scheduled Tribe may write direct to the Commissioner for Scheduled Castes and Scheduled Tribes on matters relating to appointments against the reserved quota.

(5) No employee shall send a representation or advance copies thereof to higher authorities except through proper channel or send copies of a representation to outside authorities.

*Explanation.*—An advance copy of a representation may be sent direct to the addressee when the stage mentioned in sub-regulation (2) is reached.

#### 26. CANVASSING OF NON-OFFICIAL OR OTHER INFLUENCE—

No employee shall bring or attempt to bring any political or other influence to bear upon any superior authority to further his interest in respect of matters pertaining to his Service.

#### 27. BIGAMOUS MARRIAGES—

(1) (a) No employee shall enter into, or contract, a marriage with a person having a spouse living;

(b) No employee, having a spouse living, shall enter into or contract, a marriage with any person;

Provided that the Commission may permit an employee to enter into, or contract, any such marriage as is referred to in clause (a) or clause (b) if it is satisfied that—

(i) such marriage is permissible under the personal law applicable to such employee and the other party to the marriage; and

(ii) there are other grounds for so doing.

(2) An employee who has married or marries a person other than of Indian Nationality shall forthwith intimate the fact to the Commission.

#### 28. CONSUMPTION OF INTOXICATING DRINKS AND DRUGS—

An employee shall—

(a) not be under the influence of any intoxicating drink or drug during the course of his duty and shall also take due care that the performance of his duties at any time is not affected in any way by the influence of such drink or drug;

(b) refrain from consuming any intoxicating drink or drug in a public place;

(c) not appear in a public place in a state of intoxication;

(d) not use any intoxicating drink or drugs in excess.

*Explanation.*—For the purposes of this regulation, “public place” means any place or premises (including a conveyance) to which the public have, or are permitted to have, access, whether on payment or otherwise.

#### 29. APPROACHING FOREIGN GOVERNMENTS FOR FINANCIAL ASSISTANCE—

No employee shall, without the prior permission of the Commission, approach directly or indirectly any foreign Government or foreign organisation for financial assistance for visiting a foreign country or attending a course abroad.

#### 30. FORWARDING OF APPLICATIONS—

(1) No employee shall forward any application for employment elsewhere, except through proper channel.

(2) An employee shall not forward an application for an award of a fellowship or scholarship directly to the authority concerned, unless he is sponsored by the Commission or is permitted to take up such fellowship or scholarship.

(3) No employee shall forward any application for admission to a foreign university or other institution for attending a course of studies without the prior permission of the competent authority.

#### 31. ASSOCIATION OF EMPLOYEES WITH ACTIVITIES NOT CONNECTED WITH OFFICIAL DUTIES—

(1) An employee may, with the previous sanction in writing of the competent authority, join an educational institution or a course of study outside normal office hours provided that such pursuit does not detract him from efficient discharge of his official duties.

(2) Subject to the observance of the conditions laid down in sub-regulation (1) and other conditions, if any, which may be mentioned in the letter granting such sanction, an employee may join—

(a) Home Guards, National Voluntary Corps, Prantiya Raksha Dal or any other officially sponsored police organisations;

(b) Shramdan;

(c) St. John Ambulance Brigade;

(d) Territorial Army;

(e) Auxiliary Air Force.

(3) Without prejudice to the provisions of sub-regulation (2), an employee may join Bharat Sewak Samaj, provided such participation on his part does not detract him from efficient discharge of his official duties.

## 32. RETURN OF COMMISSION'S PROPERTY, EQUIPMENT, TOOLS ETC.—

(1) Every employee shall, before leaving the Service, return any of the property or equipment or tools belonging to the Commission issued or lent to him in connection with his employment in the Commission.

(2) The cost of such property, equipment or tools not so returned shall be liable to be deducted from his pay or the amount, if any, due to him.

## 33. SUSPENSION—

(1) The appointing authority, or any authority to which it is subordinate, or the disciplinary authority, or any other authority empowered by the Commission by general or special order to impose a penalty specified in regulation 34 may place an employee under suspension,—

- (a) where a disciplinary proceeding against him is contemplated or is pending; or
- (b) where, in the opinion of the authority aforesaid, he has engaged himself in activities prejudicial to the interest or the security of the state; or
- (c) where a case against him in respect of any criminal offence is under investigation, inquiry or trial:

Provided that, where the order of suspension is made by an authority lower than the appointing authority, such authority shall forthwith report to the appointing authority the circumstances in which the order was made.

(2) (a) Where an employee is detained in custody, whether on a criminal charge or otherwise, for a period exceeding 48 hours, he shall be deemed to have been suspended with effect from the date of detention, by an order of the appointing authority and shall remain under suspension until further orders.

(b) An employee shall also be deemed to have been placed under suspension from the date of his conviction if in the event of a conviction for an offence, he is sentenced to a term of imprisonment exceeding 48 hours and is not forthwith dismissed or removed or compulsorily retired consequent to such conviction.

*Explanation.*—A period of 48 hours referred to in clause (b) of this sub-regulation shall be computed from the commencement of the imprisonment, after the conviction and for this purpose, intermittent periods of imprisonment, if any, shall be taken into account.

(3) Where a penalty of dismissal, removal or compulsory retirement from Service imposed upon an employee under suspension is set aside in appeal or on review under these regulations, and the case is remitted for further inquiry or action or with any other directions, the order of his suspension shall be deemed to have continued in force on and from the date of the original order of dismissal, removal or compulsory retirement and shall remain in force until further orders.

(4) Where a penalty of dismissal, removal or compulsory retirement from service imposed upon an employee is set aside or declared or rendered void in consequence of or by a decision of a court of law and the disciplinary authority, on a consideration of the circumstances of the case, decides to hold a further inquiry against him on the allegations on which the penalty of dismissal, removal or compulsory retirement was originally imposed, the employee shall be deemed to have been placed under suspension by the appointing authority from the date of the original order of dismissal, removal or compulsory retirement and shall continue to remain under suspension until further orders.

(5) (a) An order of suspension made or deemed to have been made under this regulation may at any time, be modified or revoked by the authority which made or is deemed to have made the order or by any authority to which that authority is subordinate.

(b) Where an employee is suspended or is deemed to have been suspended (whether in connection with any disciplinary proceeding or otherwise), and any other disciplinary proceed-

ing is commenced against him during the continuance of that suspension, the authority competent to place him under suspension may, for reasons to be recorded by it in writing, direct that the employee shall continue to be under suspension until the termination of all or any of such proceedings.

(c) An order of suspension made or deemed to have been made under this regulation shall continue to remain in force until it is modified or revoked by the authority competent to do so.

(6) During the period of suspension, an employee shall draw subsistence allowance at such rates as may be specified by the Commission from time to time.

(7) Leave shall not be granted to an employee under suspension.

## 34. NATURE OF PENALTIES—

The following penalties may, for good and sufficient reasons and as hereinafter provided, be imposed on an employee, who is found guilty of misconduct or a breach of any regulations or orders made by the Commission or by any other authority empowered in that behalf by the Commission, namely:—

*Minor penalties—*

- (i) Censure.
- (ii) Withholding of increments of pay with or without cumulative effect.
- (iii) Withholding of promotion.
- (iv) Recovery from pay or such other amount as may be due to him of the whole or part of any pecuniary loss caused to the Commission by his negligence or breach of orders.

*Major penalties—*

(v) Reduction to a lower stage in the time scale of pay for a specified period, with further directions as to whether or not the employee will earn increments of pay during the period of such reduction and whether on the expiry of such reduction, the reduction will or will not have the effect of postponing future increments of his pay.

(vi) Reduction to a lower time scale of pay, grade, post or service which shall ordinarily be a bar to the promotion of the employee to the time scale of pay, grade, post or service from which he was reduced, with or without further directions regarding conditions of restoration to the grade or post or service from which the employee was reduced and his seniority and pay on such restoration to that grade, post or service.

(vii) Compulsory retirement.

(viii) Removal from Service which shall not be a disqualification for future employment.

(ix) Dismissal from Service which shall ordinarily be a disqualification for future employment under the Commission.

*Explanation.*—The following shall not amount to a penalty within the meaning of this regulation, namely—

(i) Non-promotion, reversion to permanent or officiating service from which promotion was made and withholding of increments of pay of an employee for his failure to pass any departmental examination in accordance with the regulations or orders governing the service to which he belongs or post which he holds or the terms of his appointment.

(ii) Stoppage of an employee at the efficiency bar in the time scale of pay on the ground of his unfitness to cross the bar.

(iii) Non-promotion, whether in a substantive or officiating capacity, of an employee after consideration of his case, to a service, grade or post for promotion to which he is eligible.

(iv) Reversion to a lower service, grade or post of an employee officiating in a higher service, grade or post on the ground that he is considered to be unsuitable for such higher service, grade or post or on any administrative grounds unconnected with his conduct.

(v) Reversion to his permanent or officiating service, in the lower grade or post of an employee appointed on probation to any other service, grade or post, during or at the end of the period of probation in accordance with the terms of his appointment.

(vi) Replacement of the services of an employee whose services have been borrowed from the Central Government or a State Government or an authority under the control of the Central Government or a State Government or an Undertaking at the disposal of the authority which had lent his services.

(vii) Compulsory retirement of an employee in accordance with the provisions relating to his super-annuation or retirement.

(viii) Termination of the services—

- (a) of an employee appointed on probation, during or at the end of the period of probation, in accordance with the terms of his appointment;
- (b) of a temporary employee in accordance with the terms of his appointment;
- (c) of an employee employed under an agreement, in accordance with the terms of such agreement.

**35. DISCIPLINARY AUTHORITY—**

(1) The Commission may impose on an employee any of the penalties specified in regulation 34.

(2) Without prejudice to the provisions of sub-regulation (1), but subject to the provisions of sub-regulation (3), any of the penalties specified in regulation 34 may be imposed on any employee by the appointing authority or by any other authority empowered in this behalf by a general or special order of the Commission :

Provided that when an employee is on foreign service with the Commission, no penalty shall be imposed on him without consultation with the disciplinary authority with respect to his substantive post.

(3) Notwithstanding anything contained in this regulation, no major penalty specified in clauses (v) to (ix) of regulation 34 shall be imposed by any authority lower than the appointing authority.

(4) The Commission or any other authority empowered by general or special order may—

- (a) institute disciplinary proceedings against any employee;
- (b) direct a disciplinary authority to institute disciplinary proceedings against any employee on whom that disciplinary authority is competent to impose, under these regulations, any of the penalties specified in regulation 34.

**36. PROCEDURE FOR IMPOSING MAJOR PENALTIES—**

(1) An order imposing any of the penalties specified in clauses (v) to (ix) of regulation 34 shall be made after an inquiry, held as far as may be in the manner hereinafter provided or in the manner provided by the Public Servants (Inquiries) Act 1850 (37 of 1850) where such inquiry is held under that Act.

(2) Whenever the disciplinary authority is of the opinion that there are grounds for inquiring into the truth of any imputation of misconduct or misbehaviour against an employee, it may itself inquire into or appoint under this regulation, an authority or Board to inquire into the truth thereof.

*Explanation.*—Where the disciplinary authority itself holds the inquiry any reference to the inquiring authority in sub-regulation (7), sub-regulations (9) to (15) and sub-regulations (17) to (21) shall be construed as a reference to the disciplinary authority.

(3) Where it is proposed to hold an inquiry against an employee under this regulation and regulation 37, the disciplinary authority shall draw up or cause to be drawn up :—

(a) the substance of imputation of misconduct or misbehaviour into definite and distinct articles of charge;

(b) a statement of the imputations of misconduct or misbehaviour in support of each article of charge, which shall contain :—

- (i) a statement of all relevant facts including any admission or confession made by the employee;
- (ii) a list of documents by which, and a list of witnesses together with their respective statements, if any, by whom, the articles of charge are proposed to be sustained.

(4) The disciplinary authority shall deliver or cause to be delivered to the employee a copy of the articles of charge, the statement of the imputation of misconduct or misbehaviour and a list of documents and witnesses by which each article of charge is proposed to be sustained and shall require the employee to submit, within such time as may be specified, a written statement of his defence and to state whether he desires to be heard in person.

(5) (a) On receipt of the written statement of defence, the disciplinary authority may itself inquire into such of the articles of charge as are not admitted or, if it considers it necessary so to do, appoint under sub-regulation (2), an inquiring authority for the purpose, and where all the articles of charge have been admitted by the employee in his written statement of defence, the disciplinary authority shall record its findings on each article of charge after taking such evidence as it may think fit and shall act in the manner laid down in regulation 37.

(b) If no written statement of defence is submitted by the employee, the disciplinary authority may itself inquire into the articles of charge or may, if it considers it necessary so to do, appoint under sub-regulation (2), an inquiring authority for the purpose.

(c) Where the disciplinary authority itself inquires into any articles of charge or appoints an inquiring authority for holding an inquiry into such charge, it may, by order, appoint an employee or a legal practitioner or any other Government servant to be known as the "Presenting Officer" to present on its behalf the case in support of the articles of charge.

(6) The disciplinary authority shall, where it is not the inquiring authority, forward to the inquiring authority—

- (a) a copy of the articles of charge and the statement of imputations of misconduct or misbehaviour;
- (b) a copy of the written statement of defence, if any, submitted by the employee;
- (c) a copy of the statements of witnesses, if any, referred to in sub-regulation (3);
- (d) evidence proving the delivery of the documents referred to in sub-regulation (3) to the employee; and
- (e) a copy of the order appointing the "Presenting Officer".

(7) The employee shall appear in person before the inquiring authority on such day and at such time within ten working days from the date of receipt by him of the articles of charge and the statement of the imputation of misconduct or misbehaviour, as the inquiring authority may, by notice in writing, spec'fy in this behalf or within such further time, not exceeding ten days, as the inquiring authority may allow.

(8) The employee may take the assistance of any other employee other than the employee who is under suspension or against whom disciplinary proceedings are pending to present the case on his behalf, but may not engage a legal practitioner for the purpose unless the Presenting Officer appointed by the disciplinary authority is a legal practitioner, or, the disciplinary authority, having regard to the circumstances of the case so permits.

(9) If the employee who has not admitted any of the articles of charge in his written statement of defence or has not submitted any written statement of defence appears be-

fore the inquiring authority, such authority shall ask him whether he is guilty or has any defence to make and if he pleads guilty to any of the articles of charge, the inquiring authority shall record the plea, sign the record and the employee shall sign such record.

(10) The inquiring authority shall return a finding of guilt in respect of those articles of charge to which the employee pleads guilty.

(11) The inquiring authority shall, if the employee fails to appear within the specified time or refuses or omits to plead, require the Presenting Officer to produce the evidence by which he proposes to prove the articles of charge, and shall adjourn the case to a later date not exceeding 30 days, after recording an order that the employee may, for the purpose of preparing his defence—

(a) inspect, within 5 days of the order or within such further time not exceeding 5 days as the inquiring authority may allow, the documents specified in the list referred to in sub-regulation (3);

(b) submit a list of witnesses to be examined on his behalf.

NOTE.—If the employee applies orally or in writing for the supply of copies of the statements of witnesses mentioned in the list referred to in sub-regulation (3), the inquiring authority shall furnish him with such copies as early as possible and in any case not later than 3 days before the commencement of the examination of the witnesses on behalf of the disciplinary authority;

(c) give a notice within 10 days of the order or within such further time not exceeding 10 days as the inquiring authority may allow, for the discovery or production of any documents which are in the possession of the Commission but not mentioned in the list referred to in sub-regulation (3).

NOTE.—The employee shall indicate the relevance of the documents required by him to be discovered or produced by the Commission.

(12) The inquiring authority shall, on receipt of the notice for the discovery or production of documents, forward the same or copies thereof to the authority in whose custody or possession the documents are kept, with a requisition for the production of the documents by such date as may be specified in such requisition:

Provided that the inquiring authority may, for reasons to be recorded by it in writing, refuse to requisition such of the documents as are, in its opinion, not relevant to the case.

(13) On receipt of the requisition referred to in sub-regulation (12), every authority having the custody or possession of the requisitioned documents shall produce the same before the inquiring authority;

Provided that if the authority having the custody or possession of the requisitioned documents is satisfied for reasons to be recorded by it in writing that the production of all or any of such documents would be against the public interest or security of the State or against the interest of the Commission, it shall inform the inquiring authority accordingly and the inquiring authority shall on being so informed communicate the information to the employee and withdraw the requisition made by it for the production or discovery of such documents.

(14) (a) On the date fixed for the inquiry, the oral and documentary evidence by which the articles of charge are proposed to be proved shall be produced by or on behalf of the disciplinary authority.

(b) The witnesses shall be examined by or on behalf of the Presenting Officer and may be cross examined by or on behalf of the employee.

(c) The Presenting Officer shall be entitled to re-examine the witnesses on any points on which they have been cross examined, but not on any new matter, without the leave of the inquiring authority.

(d) The inquiring authority may also put such questions to the witnesses as it thinks fit.

(15) (a) If it appears necessary before the close of the case on behalf of the disciplinary authority, the inquiring authority may, in its discretion, allow the Presenting Officer to produce evidence not included in the list given to the employee or may itself call for new evidence or recall and re-examine any witness and in such case the employee shall be entitled to have, if he demands it, a copy of the list of further evidence proposed to be produced and an adjournment of the inquiry for three clear days before the production of such new evidence, exclusive of the day of adjournment and the day to which the inquiry is adjourned.

(b) The inquiring authority shall give the employee an opportunity of inspecting such documents before they are taken on the record.

(c) The inquiring authority may also allow the employee to produce new evidence if it is of the opinion that the production of such evidence is necessary in the interests of justice.

NOTE.—New evidence shall not be permitted or called for or any witness shall not be recalled to fill up any gap in the evidence and such evidence may be called for only when there is an inherent lacuna or defect in the evidence which has been produced originally.

(16) (a) When the case for the disciplinary authority is closed, the employee shall be required to state his defence, orally or in writing; as he may prefer; if the defence is made orally, it shall be recorded and the employee shall be required to sign the record.

(b) In either case, a copy of the statement of defence shall be given to the Presenting Officer, if any, appointed.

(17) (a) The evidence on behalf of the employee shall then be produced and the employee may examine himself in his own behalf if he so prefers.

(b) The witnesses produced by the employee shall then be examined and shall be liable to cross-examination, re-examination and examination by the inquiring authority according to the provisions applicable to the witnesses for the disciplinary authority.

(18) The inquiring authority may, after the employee closes his case, and shall, if the employee has not examined himself, generally question him on the circumstances appearing against him in the evidence for the purpose of enabling the employee to explain any circumstances appearing in the evidence against him.

(19) The inquiring authority may, after the completion of the production of the evidence, hear the Presenting Officer, if any, appointed, and the employee, or permit them to file written briefs of their respective case, if they so desire.

(20) If the employee to whom a copy of the articles of charge has been delivered does not submit the written statement of defence on or before the date specified for the purpose or does not appear in person before the inquiring authority or otherwise fails or refuses to comply with the provisions of this regulation, the inquiring authority may hold the inquiry *ex parte*.

(21) Whenever any inquiring authority, after having heard and recorded the whole or any part of the evidence in an inquiry, ceases to exercise jurisdiction therein and is succeeded by another inquiring authority which has, and which exercises such jurisdiction the inquiring authority so succeeding may act on the evidence so recorded by its predecessor or partly recorded by its predecessor and partly recorded by itself.

Provided that if the succeeding inquiring authority is of the opinion that further examination of any of the witnesses whose evidence has already been recorded is necessary in the interests of justice, it may recall, examine, cross-examine and re-examine any such witnesses as hereinbefore provided.

(22) (a) The evidence of persons deposing at the inquiry shall be got signed by the persons deposing and the employee against whom the inquiry proceedings are being taken.

(b) If any one of them refuses to sign the deposition, the fact shall be recorded by the authority recording the evidence and the endorsement of such authority got attested by two of the persons present at the inquiry.

(23) (a) After the conclusion of the inquiry, a report shall be prepared which shall contain—

- (i) the articles of charge and the statement of imputations of misconduct or misbehaviour;
- (ii) the defence of the employee in respect of each article of charge;
- (iii) an assessment of the evidence in respect of each article of charge;
- (iv) the findings on each article of charge and the reasons therefor.

*Explanation.*—If in the opinion of the inquiring authority the proceedings of the inquiry establish any articles of charge different from the original articles of charge, it may record its findings on such articles of charge.

Provided that the findings on such articles of charge shall not be recorded unless the employee has either admitted the facts on which such articles of charge are based or has had a reasonable opportunity of defending himself against such articles of charge.

(b) The inquiring authority, where it is not itself the disciplinary authority, shall forward to the disciplinary authority, the records of inquiry which shall include—

- (i) the report prepared by it under clause (a);
- (ii) the written statement of defence, if any, submitted by the employee;
- (iii) the oral and documentary evidence produced in the court of the inquiry;
- (iv) written briefs, if any, filed by the Presenting Officer or the employee or both during the course of the inquiry; and
- (v) the orders if any, made by the disciplinary authority and the inquiring authority in regard to the inquiry.

### 37. ACTION ON INQUIRY REPORT—

(1) The disciplinary authority, if it is not itself the inquiring authority, may, for reasons to be recorded by it in writing, remit the case to the inquiring authority for further inquiry and report and the inquiring authority shall thereupon proceed to hold the further inquiry according to the provisions of regulation 36, as far as may be.

(2) The disciplinary authority shall, if it disagrees with the findings of the inquiring authority on any article of charge, record its reasons for such disagreement and record its own findings on such charge, if the evidence on record is sufficient for the purpose.

(3) If the disciplinary authority having regard to its findings on all or any of the articles of charge is of the opinion that any of the penalties specified in clauses (i) to (iv) of regulation 34 should be imposed on the employee, it shall, notwithstanding anything contained in regulation 38, make an order imposing such penalty.

(4) (a) If the disciplinary authority having regard to its findings on all or any of the articles of charge is of the opinion that any of the penalties specified in clauses (v) to (ix) of regulation 34 should be imposed on the employee, it shall—

- (i) furnish to the employee a copy of the report of the inquiry held by it and its findings on each article of charge or, where the inquiry has been held by an inquiring authority appointed by it, a copy of the report of such authority and a statement of its findings on each article of charge together with brief reasons for its disagreement, if any, with the findings of the inquiring authority;
- (ii) give the employee a notice stating the penalty proposed to be imposed on him and calling upon him

to submit within fifteen days of the receipt of the notice or such further time not exceeding 15 days, as may be allowed, such representation as he may wish to make on the proposed penalty on the basis of the evidence adduced during the inquiry held under regulation 36;

(b) The disciplinary authority shall, after considering the representation, if any, made by the employee, determine what penalty, if any, should be imposed on the employee and make such order as it may deem fit.

### 38. PROCEDURE FOR IMPOSING MINOR PENALTIES—

(1) Subject to the provisions of sub-regulation (3) of regulation 37, no order imposing on an employee any of the penalties specified in clauses (i) to (iv) of regulation 34 shall be made except after—

- (a) informing the employee in writing of the proposal to take action against him and of the imputations of misconduct or misbehaviour on which it is proposed to be taken, and giving him a reasonable opportunity of making such representation as he may wish to make against the proposal;
- (b) holding an inquiry in the manner laid down in sub-regulation (3) to (21) of regulation 36, in every case in which the disciplinary authority is of the opinion that such inquiry is necessary;
- (c) taking the representation, if any, submitted by the employee under clause (a) and the record of inquiry, if any, held under clause (b), into consideration; and
- (d) recording a finding on each imputation of misconduct or misbehaviour.

(2) Notwithstanding anything contained in clause (b) of sub-regulation (1), if in a case it is proposed, after considering the representation, if any, made by the employee under clause (a) of that sub-regulation, to withhold increments of pay and such withholding of increments is likely to affect adversely the amount of pension payable to the employee or to withhold increments of pay for a period exceeding three years or to withhold increments of pay with cumulative effect for any period, an inquiry shall be held in the manner laid down in sub-regulation (3) to (21) of regulation 36 before making any order imposing on the employee any such penalty.

(3) The record of the proceedings in such cases shall include—

- (a) a copy of the intimation to the employee of the proposal to take action against him;
- (b) a copy of the statement of imputation of misconduct or misbehaviour delivered to him;
- (c) his representation, if any;
- (d) the evidence produced during the inquiry;
- (e) the findings on each imputation of misconduct or misbehaviour; and
- (f) the orders on the case together with the reasons therefor.

### 39. COMMUNICATION OF ORDERS—

Orders made by the disciplinary authority shall be communicated to the employee who shall also be supplied with a copy of the report of the inquiry, if any, held by the disciplinary authority, and a copy of its findings on each article of charge, or, where the disciplinary authority is not the inquiring authority, a copy of the report of the inquiring authority and a statement of findings of the disciplinary authority together with brief reasons for its disagreement, if any, with the findings of the inquiring authority (unless they have already been supplied to him).

### 40. COMMON PROCEEDINGS—

(1) Where two or more employees are concerned in any case, the Commission or any other authority competent to impose penalty of dismissal from service on all such employees may make an order directing that disciplinary action against all of them may be taken in common proceedings.

NOTE.—If the authorities competent to impose the penalty of dismissal on such employees are different, an order for taking disciplinary action in common proceedings may be made by the highest of such authorities with the consent of the others.

(2) Any such order shall specify—

- (a) the authority which may function as the disciplinary authority for the purpose of such common proceedings;
- (b) the penalties specified in regulation 34 which such disciplinary authority shall be competent to impose;
- (c) whether the procedure prescribed in regulation 86 or regulation 37 or regulation 38 shall be followed in the proceedings.

#### 41. SPECIAL PROCEDURE IN CERTAIN CASES—

Notwithstanding anything contained in regulations 36 to 40—

- (a) where a penalty is imposed on an employee on the ground of conduct which has led to his conviction on a criminal charge, the disciplinary authority may consider the circumstances of the case and pass such orders thereon as it deems fit; or
- (b) where the disciplinary authority is satisfied for reasons to be recorded in writing that it is not reasonably practicable to hold an inquiry in the manner provided in these regulations, the disciplinary authority may consider the circumstances of the case and pass such orders as it deems fit; or
- (c) where the Commission is satisfied for reasons to be recorded in writing that in the interest of the security of the Commission, it is not expedient to hold an inquiry in the manner provided in these regulations it may pass such orders as it may deem fit.

#### 42. PROVISION REGARDING OFFICERS BELONGING TO CENTRAL GOVERNMENT, STATE GOVERNMENT OR OTHER ORGANISATIONS ON FOREIGN SERVICE WITH THE COMMISSION—

(1) Where an order of suspension is made or disciplinary proceeding is taken against an employee on foreign service with the Commission, the authority lending his services shall forthwith be informed of the circumstances leading to the order of his suspension or the commencement of the disciplinary proceeding as the case may be.

(2) In the light of the findings in the disciplinary proceeding taken against such employee—

- (a) if the disciplinary authority is of the opinion that any of the penalties specified in clauses (i) to (iv) of regulation 34 should be imposed on him, it may, subject to the provisions of sub-regulation (3) of regulation 37 or of regulation 38, and after consultation with the lending authority, pass such orders, as it deems fit;

Provided that in the event of difference of opinion between the borrowing authority and the lending authority, the services of such employee shall be replaced at the disposal of the lending authority:

- (b) if the disciplinary authority is of the opinion that any of the penalties specified in clauses (v) to (ix) of regulation 34 should be imposed on him, it shall replace his services at the disposal of the lending authority and transmit to it the proceedings of the inquiry for such action as it deems necessary;

- (c) if the employee submits an appeal against an order imposing a minor penalty on him under clause (a), it shall be disposed of after consultation with the lending authority, provided that if there is a difference of opinion between the appellate authority and the lending authority, the services of the employee shall be placed at the disposal of the lending authority, and the proceedings of the case shall be transmitted to that authority for such action as it deems necessary.

#### 43. PROVISION REGARDING OFFICERS LENT TO CENTRAL GOVERNMENT, STATE GOVERNMENTS OR OTHER ORGANISATIONS—

(1) Where the services of an employee are lent to the Central Government or a State Government or other organisation (hereinafter in this regulation referred to as the "borrowing authority"), the borrowing authority shall have the powers of the appointing authority for the purpose of placing such employee under suspension and of the disciplinary authority for the purpose of conducting a disciplinary proceeding against him:

Provided that the borrowing authority shall forthwith inform the Commission (hereinafter in this regulation referred to as the "lending authority") of the circumstances leading to the order of suspension of such employee or the commencement of the disciplinary proceedings, as the case may be

(2) In the light of the findings in the disciplinary proceedings conducted against the employee—

- (a) If the borrowing authority is of the opinion that any of the penalties specified in clauses (i) to (iv) of regulation 34 should be imposed on the employee, it may, after consultation with the lending authority, make such orders on the case, as it deems necessary:

Provided that in the event of a difference of opinion between the borrowing authority and the lending authority, the services of the employee shall be replaced at the disposal of the lending authority;

- (b) if the borrowing authority is of the opinion that any of the penalties specified in clauses (v) to (ix) of regulation 34 should be imposed on the employee, it shall replace his services at the disposal of the lending authority and transmit to it the proceedings of the inquiry and thereupon the lending authority may, if it is the disciplinary authority, pass such orders thereon as it may deem necessary, or, if it is not the disciplinary authority, submit the case to the disciplinary authority which shall pass such orders on the case as it may deem necessary:

Provided that before passing any such order a disciplinary authority shall comply with the provisions of sub-regulations (3) and (4) of regulation 37.

*Explanation.*—The disciplinary authority may make an order under this clause on the record of the inquiry transmitted to it by the borrowing authority, or after holding such further inquiry as it may deem necessary, as far as may be, in accordance with regulation 36.

#### 44. ORDERS AGAINST WHICH NO APPEAL LIES—

Notwithstanding anything contained in regulation 45, no appeal shall lie against:—

- (a) any order made by the Commission;
- (b) any order of an interlocutory nature or other than an order of suspension;
- (c) any order passed by an inquiring authority or inquiring Board in the course of an inquiry under these regulations.

#### 45. ORDERS AGAINST WHICH APPEAL LIES—

Subject to the provisions of regulation 44, an employee (including one who has ceased to be such) may prefer an appeal against all or any of the following orders, namely—

- (a) an order of suspension made or deemed to have been made under regulation 33;
- (b) an order imposing any of the penalties specified in regulation 34, whether made by the disciplinary authority or by any appellate or reviewing authority;
- (c) an order enhancing any penalty, imposed under regulation 34;

(d) an order which—

(i) denies or varies to his disadvantage his pay, allowances, pension or other conditions of service, as regulated by any rules, regulations or agreement; or

(ii) interprets to his disadvantage the provisions of any such rules, regulations or agreement;

(e) an order—

(i) stopping him at the efficiency bar in the time scale of pay on the ground of his unfitness to cross the bar;

(ii) reverting him while officiating in a higher service, grade or post to a lower service, grade or post, otherwise than as a penalty;

(iii) reducing or withholding the pension or provident fund or denying the maximum pension or provident fund admissible to him under any rules; or

(iv) determining the subsistence and other allowances to be paid to him for the period of suspension or for the period during which he is deemed to be under suspension or for any portion thereof;

(v) determining his pay and allowances—

(A) for the period of suspension, or

(B) for the period from the date of his dismissal, removal or compulsory retirement from service, or from the date of his reduction to a lower service, grade or post, time scale of pay or stage in a time scale of pay, to the date of his reinstatement or restoration to his service, grade or post; or

(vi) determining whether or not the period from the date of his suspension or from the date of his dismissal, removal, compulsory retirement or reduction to a lower service, grade, post, time scale of pay or stage in a time scale of pay to the date of his reinstatement or restoration to his service, grade or post shall be treated as a period spent on duty for any purpose.

*Explanation.*—In this regulation, the expression “pension” includes additional pension, gratuity or any other form of retirement benefit.

#### 46. APPELLATE AUTHORITIES—

An employee including a person who has ceased to be in the Service of the Commission, may prefer an appeal against all or any of the orders specified in regulation 45 to the competent authority :

Provided that where an order was made in a common proceeding under regulation 40, appeal against such order shall lie to the authority to which the authority functioning as disciplinary authority for the purpose of that proceeding is immediately subordinate and where the person who made the order appealed against becomes, by virtue of his subsequent

appointment or otherwise, the appellate authority in respect of such orders, an appeal against such order shall lie to the authority to which such person is immediately subordinate.

#### 47. PERIOD OF LIMITATION FOR APPEALS—

No appeal under these regulations shall be entertained unless it is submitted within a period of 45 days from the date on which the appellant receives a copy of the order appealed against :

Provided that the appellate authority may entertain the appeal after the expiry of the said period if it is satisfied that the appellant had sufficient cause for not submitting the appeal in time.

#### 48. FORM AND CONTENTS OF APPEALS—

(1) Every person submitting an appeal shall do so separately and in his own name.

(2) (a) The appeal shall be addressed to the authority to which the appeal lies, a copy being forwarded by the appellant to the authority which made the order appealed against.

(b) The appeal shall contain all material statements and arguments on which the appellant relies, shall not contain any disrespectful or improper language, and shall be complete in itself.

(3) The authority which made the order appealed against shall, on receipt of a copy of the appeal, forward the same with its comments thereon together with the relevant records to the appellate authority without any avoidable delay, and without waiting for any direction from the appellate authority.

#### 49. WITHHOLDING OF APPEALS—

(1) The authority which made the order appealed against may withhold the appeal if—

(a) it is an appeal against an order from which no appeal lies; or

(b) it does not comply with any of the provisions of regulation 48;

(c) it is not submitted within the period specified in regulation 47 and no cause is shown for the delay; or

(d) it is a repetition of an appeal already decided and no new facts or circumstances are adduced :

Provided that an appeal withheld on the ground only that it does not comply with the provisions of regulation 48 shall be returned to the appellant, and if re-submitted within one month thereof after compliance with the said provisions, shall not be withheld.

(2) Where an appeal is withheld, the appellant shall be informed of the facts and reasons therefor.

(3) At the commencement of each quarter, a list of the appeals withheld by any authority during the previous quarter, together with the reasons for withholding them, shall be furnished by that authority to the appellate authority.

## 50. TRANSMISSION OF APPEALS—

(1) The authority which made the order appealed against shall, without any avoidable delay, transmit to the appellate authority every appeal, which is not withheld under regulation 49, together with its comments thereon and the relevant records.

(2) The authority to which the appeal lies may direct transmission to it of any appeal withheld under regulation 49 and thereupon such appeal shall be transmitted to that authority together with the comments of the authority withholding the appeal and the relevant records.

## 51. CONSIDERATION OF APPEALS—

(1) In the case of an appeal against an order of suspension, the appellate authority shall consider whether in the light of the provisions of regulation 33 and having regard to the circumstances of the case the order of suspension is justified or not and confirm or revoke the order accordingly.

(2) In the case of an appeal against an order imposing any of the penalties specified in regulation 34 or enhancing any penalty imposed under the said regulation, the appellate authority shall consider—

- (a) whether the procedure prescribed in these regulations had been complied with, and if not, whether such non-compliance has resulted in the violation of any provisions of the constitution of India or in the failure of justice;
- (b) whether the findings of the disciplinary authority are warranted by the evidence on the record; and
- (c) whether the penalty or the enhanced penalty imposed is adequate, inadequate or severe; and pass orders—
  - (i) setting aside, reducing confirming or enhancing the penalty; or
  - (ii) remitting the case to the authority which imposed or enhanced the penalty or to any other authority with such direction as it may deem fit in the circumstances of the case;

Provided that—

- (a) the appellate authority shall not impose any enhanced penalty which neither such authority nor the authority which made the order appealed against is competent in the case to impose;
- (b) no order imposing an enhanced penalty shall be passed unless the appellant is given a reasonable opportunity of making any representation which he may wish to make against such enhanced penalty; and
- (c) if the enhanced penalty which the appellate authority proposes to impose is one of the penalties specified in clauses (v) to (ix) of regulation 34 and an inquiry under regulation 36 has not already been held in the case, the appellate authority shall, subject to the provisions of regulation 41, itself hold such inquiry or direct that such inquiry be held, and thereafter on consideration of the proceeding of such inquiry and after giving the appellant a reasonable opportunity of making any representation which he may wish to make against such penalty, pass such orders as it may deem fit.

he may wish to make against such penalty, pass such orders as it may deem fit.

(3) In the case of an appeal against any order specified in regulation 45, the appellate authority shall consider all the circumstances of the case and pass such orders as it may deem just and equitable.

## 52. IMPLEMENTATION OF ORDERS IN APPEAL—

The authority which made the order appealed against shall give effect to the orders passed by the appellate authority.

## 53. SAVING OF RIGHTS UNDER LAW—

Notwithstanding anything contained in these regulations, where the person who made the order appealed against becomes, by virtue of his subsequent appointment or otherwise, the appellate authority under regulation 46 in respect of the appeal against such orders, such person shall forward the appeal to the authority to which he is immediately subordinate and such authority shall, in relation to that appeal, be deemed to be the appellate authority for the purposes of regulation 51 and 52.

## 54. REVIEW BY APPELLATE AUTHORITY—

(1) The authority to which an appeal against an order imposing any of the penalties specified in regulation 34 lies may, of its own motion or otherwise, call for the records of the case in a disciplinary proceeding, review any order passed in such a case and pass such orders as it may deem fit, as if the employee had preferred an appeal against such order:

Provided that no action under this regulation shall be initiated more than six months after the date of the order to be so reviewed.

(2) No proceeding for review shall be commenced until after—

- (a) the expiry of the period of limitation for an appeal, or
- (b) the disposal of the appeal, where any such appeal has been preferred.

## 55. REVIEW BY COMMISSION—

(1) Notwithstanding anything contained in these regulations, the Commission may at any time, of its own motion or otherwise, call for the records of a case and review any order made under these regulations and may pass such orders as it may deem fit:

Provided that—

- (a) an order imposing or enhancing a penalty shall not be passed unless the person concerned has been given a reasonable opportunity of making any representation, which he may wish to make against such order;
- (b) if the Commission proposes to impose any of the penalties specified in clauses (v) to (ix) of regulation 34, in a case where an inquiry under regulation 36, has not been held, the Commission shall, subject to the provisions of regulation 41, direct that such inquiry shall be held, and thereafter on consideration of the proceedings of such inquiry and after giving the person concerned a reasonable opportunity of making any representation, which he may wish to make against such penalty, pass such orders as it may deem fit.

(2) No proceeding for review shall be commenced until after—

- (a) the expiry of the period of limitation for an appeal; or
- (b) the disposal of the appeal, where any such appeal has been preferred.

**56. SERVICE OF NOTICES, ORDERS, ETC.—**

(1) Any order, notice, communication, letter or other document or process made or issued under these regulations to be served on an employee shall be served on such employee:—

- (a) by delivering it to that employee; or
- (b) if it cannot be so delivered or tendered, by affixing a copy on the outer door or some other conspicuous part of the house in which that employee ordinarily resides and the serving officer shall then return the original to the authority from which it was issued with a report endorsed thereon or annexed thereto stating that he has affixed the copy and the name and address of the person (if any) in whose presence the copy was so affixed; or
- (c) by forwarding it by registered post addressed to the employee at the place where he ordinarily resides.

(2) An endorsement by the serving officer that the employee refused to accept service or an endorsement by a postal employee that the employee refused to take delivery or that he could not be found or that he was absent shall be deemed to be *prima facie* proof of such service.

**57. INDUSTRIAL WORKERS—**

Nothing contained in these regulations shall operate to take away any right or privilege to which an employee is entitled in accordance with the provisions of the Industrial Disputes Act, 1947 (14 of 1947) or the Trade Unions Act, 1926 (16 of 1926).

**58. POWER TO EXTEND TIME LIMIT OR CONDONE DELAY—**

Save as otherwise expressly provided in these regulations, the authority competent under these regulations to make any order may, for good and sufficient reasons, or if sufficient cause is shown, extend the time specified in these regulations for anything required to be done under these regulations or condone any delay.

**59. INTERPRETATION—**

If any doubt arises regarding the interpretation of any provisions of these regulations, the matter shall be referred to the Commission for decision.

**60. RESIDUARY POWERS—**

Every case which is not covered by these regulations or which requires relaxation of all or any of the provisions of these regulations shall be referred to the Commission for decision.

**61. REPEAL AND SAVING—**

(1) The Oil and Natural Gas Commission (Conduct, Discipline and Appeal) Regulations, 1964 and any orders or instructions issued thereunder in so far as they are inconsistent with these regulations, are hereby repealed.

(2) (a) The repeal of the said regulations shall not affect the previous operation of the said regulations, or any order or instructions issued, or anything done, or any action taken thereunder.

(b) Any proceedings under the said regulations, pending at the commencement of these regulations, shall be continued and disposed of as far as may be, in accordance with the provisions of these regulations, as if such proceedings were proceedings under these regulations.

(3) Nothing in these regulations shall be construed as depriving any person to whom those regulations apply of any right of appeal which had accrued to him under the regulations, or orders in force before the commencement of these regulations.

(4) An appeal pending at the commencement of these regulations against an order made before such commencement shall be considered and orders thereon shall be made in accordance with these regulations, as if such orders were made and the appeal was preferred under these regulations.

(5) As from the commencement of these regulations, any appeal or application for review against any orders made before such commencement shall be preferred or made under these regulations, as if such orders were made under these regulations:

Provided that nothing in these regulations shall be construed as reducing any period of limitation for any appeal or review provided by any regulation in force before the commencement of these regulations.

**SCHEDULE**

*See Regulation 2(k)*

**ACTS AND OMISSIONS CONSTITUTING MISCONDUCT**

1. Insubordination or disobedience, either alone or in combination with others, to any lawful orders of a superior.
2. Use of insolvent or impertinent or unparliamentary language in any official correspondence or in any representation including appeal.
3. Bribery, sabotage, wilful damage, theft, fraud or dishonesty in connection with the business or property of the Commission.
4. Giving false information regarding one's name, age, qualifications or previous service at the time of employment.
5. Habitual late attendance, indebtedness or insolvency, neglect of duty, malingering and wilful or habitual absence from duty, leaving station without leave or without sufficient cause.

6. Approaching higher authorities for personal promotion or any other personal favour or gain through other people.
7. Spreading false rumours or giving false information, gambling, fighting, riotous behaviour, threatening or intimidating, disorderly or indecent behaviour in the Project premises, Office Buildings or Commission's Township, or any act subversive to discipline.
8. Unauthorised communication of official documents or information and disclosure to any unauthorised person of information relating to the operations and business of the Commission.
9. Habitual acceptance of free gifts, carrying on money lending or any other private business without the written permission of the Commission and entering into speculation.
10. Writing of anonymous or pseudonymous letters or associating oneself in writing such letters.
11. Striking work or inciting others to strike work in contravention of the provisions of any law for the time being in force or for joining an illegal strike.
12. Convictions in any court of law for any criminal offence.
13. Shouting of defamatory or disrespectful slogans or issue or distribution of pamphlets and hand bills containing expressions maligning the character of officers or imputing bad motives to them.

K. K. DHAR,  
Secretary to the Commission.